

COMMITTEE ON WAYS AND MEANS

Senator Rosalyn H. Baker, Chair

Senator Shan S. Tsutsui, Vice Chair

Testimony Index

Date: Thursday, January 17, 2008

Time: 9:00 a.m.

Place: Conference Room 211

Department of Human Services

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**SENATE COMMITTEE ON WAYS AND MEANS
BUDGET REQUESTS FOR SUPPLEMENTAL BUDGET 2009
JANUARY 17, 2008**

**LILLIAN B. KOLLER, ESQ., DIRECTOR
DEPARTMENT OF HUMAN SERVICES**

DEPARTMENT-WIDE BUDGET SUMMARY INFORMATION

- 1. Totals for department FY08 budget with restrictions (where applicable) and emergency requests and FY09 proposed operating budget adjustments by means of financing.**

SEE ATTACHMENT 1.

The FY08 total includes an emergency appropriation request from the Hawaii Public Housing Authority (HPHA).

- 2. Identify any emergency requests (by title and amount) that your department will be seeking for the current fiscal year.**

SEE ATTACHMENT 2.

The Hawaii Public Housing Authority is requesting \$10,870,314 to address critical shortfalls in program operating budgets for FY08, and to repay a loan from the Department of Budget & Finance for insurance and payroll costs in FY07.

- 3. Provide a summary of your FY09 proposed operating budget adjustments by Program ID. This summary should provide the aggregate of adjustments by Program ID and means of financing.**

SEE ATTACHMENT 3.

The aggregate of adjustments are additional general funds of \$5,065,489, additional Federal funds of \$6,226,767, and reductions to inter-department transfers and revolving funds of \$16,308 and \$322,625, respectively.

4. **Provide a description of all FY09 proposed operating budget adjustments by Program ID.**

SEE ATTACHMENT 4.

Most of the additional general funds are going to two programs: \$4,300,000 for HMS 224, Homeless Services, to expand services, and \$585,000 for HMS 401, Health Care Payments, to compensate for reduced Federal funds for the SCHIP program. We also have several requests to convert temporary positions to permanent. Most additional Federal funds requested are for ceiling increases to accommodate higher Federal fringe benefit rates.

5. **Provide a listing of all FY09 capital improvements projects in priority order.**

SEE ATTACHMENT 5.

In addition to the projects listed, which are all under the administration of the Hawaii Public Housing Authority, the Office of Youth Services is preparing a CIP request for the Hawaii Youth Correctional Facility (HMS 503). The capital improvement project will implement changes included in a Memorandum of Agreement with the U.S. Department of Justice. Details of the project and costs have not been finalized; the Office of Youth Services intends to complete the proposal and present it as a Governor's Message item during the Legislative session.

6. Briefly discuss specific budget adjustments of concern for your agency.

The Department is requesting substantial increases in funding for housing programs to address the critical need for affordable housing in the State. The Operating Budget includes \$4.3million for HMS 224, Homeless Services, to expand services to the growing homeless population. The CIP budget includes \$20,000,000 to build a permanent facility for the homeless in Honolulu, and \$26,410,000 for renovations and improvements to State public housing projects.

These requests are in addition to the Emergency Appropriation request for \$10.9 million in FY08 to cover a chronic funding shortfall: the Hawaii Public Housing Authority has seen its Federal revenues decrease, along with its rental income, to the point where it no longer covers the expenses for the housing projects it manages. The funding shortfall is expected to continue through FY09 and into the foreseeable future. A request has also been submitted to transfer the Teacher Housing program, HMS 807, to the Department of Education, in compliance with Act 204, SLH 2005.

The Office of Youth Services (OYS) has requested additional resources to comply with a Memorandum of Agreement (MOA) with the U.S. Department of Justice to resolve the issues identified through a Civil Rights of Institutionalized Persons Act investigation of the Hawaii Youth Correctional Facility (HYCF). Access to medical and mental health care is a critical component of the MOA.

Under the auspices of the federal monitor, the National Commission on Correctional Health Care completed an assessment of health services and a staffing analysis. Based on the recommendations of the staffing analysis, three new Registered Nurse positions, which will replace contract nurses, are being requested, as well as general funds to convert a Dental Assistant currently shared with the Department of Public Safety to a Medical Records Technician to work full-time at HYCF. The Executive Supplemental Budget also includes two additional Youth Correctional Officer positions, which are needed to transport and supervise youth to court hearings and medical care appointments while maintaining an acceptable staffing arrangement at the HYCF.

Finally, OYS is requesting the conversion of four (4) temporary civil service positions to permanent. Three are Children and Youth Program Specialist positions, established in the early 1990s, of which two were initially dedicated to youth gang response programs but current responsibilities encompass additional youth program responsibilities and one dedicated to Federal grants projects. The fourth position is a HYCF Recreation Specialist III who is assigned to a specific living unit.

The MedQUEST Division is requesting an increase of \$585,000 in general funds for the State Children's Health Insurance Program (SCHIP) in the Health Care Payments/Fee-for-Service program (HMS 401PE). This reflects an anticipated decrease in Federal funding participation – the Federal funds are reduced by a corresponding \$585,000. **This is the only request for an increase in any of the Department's payment programs.**

The Executive Supplemental Budget also includes requests for the conversion of positions from temporary to permanent. The conversion of fourteen (14) positions for the Benefit, Employment and Support Services Division and the Social Services Division is being sought, while the MedQUEST Division is seeking to convert at most seventy two (72) positions, but discussions with the Department of Human Resources Development are ongoing and will result in fewer conversions, which we will identify for the Legislature as soon as possible.

Department Administration (HMS 904) is requesting two additional positions for the DHS Personnel Office. The rest of the Department's requests consist of increases to the federal appropriations to accommodate increased contributions for the federal share of employee fringe benefit costs.

7. **Provide a summary of your Department's request to the Department of Budget and Finance, the funding decisions made by the Department of Budget and Finance, and the funding decisions finalized by the Governor.**

SEE ATTACHMENT 6.

8. **Explain the process used to identify priorities (requests for additional operating and capital improvements program funding) for your department including which category the requests for additional funding fall into: a. program initiatives of the Governor; b. certain unavoidable fixed costs and entitlements; or c. on-going critical programs which lack continuing funding.**

The highest priority requests are for funding critically needed by the Hawaii Public Housing Authority, administratively attached to the Department of Human Services, to expand services for the growing homeless population, for CIP to build a permanent facility for the homeless in Honolulu, and for renovations and improvements to public housing projects as well as an Emergency Appropriation for this agency to address its chronic funding shortfall.

The next group of requests is related to another administratively attached agency, the Office of Youth Services, to meet the requirements of its agreement with the U.S. Department of Justice to improve the Hawaii Youth Correctional Facility, primarily based on a Federal staffing analysis and recommendations.

The next priority request is for additional State general funds to cover an anticipated reduction of Federal funds in the State Children's Health Insurance Program (SCHIP) to prevent disruption of Medicaid coverage for children of families at and above 250 percent of the Federal poverty level.

The next group of requests is related to converting positions from temporary to permanent to assist in the hiring and retention of staff at our Benefit, Employment and Support Services Division (BESSD) and our Social Services Division (SSD). Also, upon recommendation of the Department of Human Resources Development (DHRD), our Med-QUEST Division is seeking position conversions, but discussions with DHRD are ongoing and likely to result in a reduction of MQD's request. DHS will identify the final revised list of MQD positions for conversion as soon as possible.

Finally, two additional positions are requested for the DHS Personnel Office to meet the growing volume and complexity of the work.

9. **Please discuss how requests for additional operating and capital improvements program funding were prioritized and discuss the manner in which community, departmental, and legislative input was gathered and utilized to determine priorities.**

In determining priorities the DHS Director personally sought extensive community and legislative input as well as both intra- and inter-departmental input. The DHS Director participated in over 399 community meetings, over 700 departmental meetings, over 125 legislative hearings and meetings and many more individual meeting with stakeholders, advocates and others affected by or working with the Department of Human Services.

10. **Briefly discuss what actions your department has taken or is planning to take to reduce operating costs, and how those actions will translate into savings that may be reduced from your budget.**

SEE ATTACHMENT 7.

The vast majority of the DHS budget goes to making payments, including financial assistance to individuals, child care, housing and energy assistance, and health care payments to medical providers. Payments total \$1,487,477,836, 79% of the total supplemental budget request of \$1,886,925,688.

The DHS Executive Supplemental Budget is very lean in management and administrative support costs, which consist of approximately 8% of the budget. (This is an increase from 6% in past budgets, due largely to the large increase in TANF contracts budgeted in SSD and BESSD administration programs). The remaining 13% of the budget consists of client services, including social services, housing services, eligibility determination, employment and self-sufficiency support services, vocational rehabilitation, youth services, etc.

The Department has historically earned the major share of federal funds received by the State, and this continues to be the case in FY09. Federal funds total \$1,048,182,188, 56% of the budget. Most of the remaining funds are general funds, equal to \$781,076,693, 41% of the budget.

11. **Identify all positions that are vacant as of December 1, 2007. For each of these positions please indicate if authority for your department to hire was or was not granted.**

SEE ATTACHMENT 8.

We respectfully request that none of our fully federally-funded positions be cut, regardless of how long the positions have been vacant. There is no gain to the State in cutting fully federally-funded positions. The Department cannot draw down the Federal Funds until the positions are filled, so there is no opportunity for inappropriate use of the funds while the positions remain vacant. Further, these programs are fully Federally-funded because they are critical programs that we should not compromise by undermining the program's staffing capacity.

12. **Provide a listing of all instances of your department's expenditures exceeding the federal fund ceiling for FY07 and FY08.**

SEE ATTACHMENT 9.

Six of the Department's programs exceeded their Federal expenditure ceilings in FY07. Each of these programs received increases in their Federal grants, except HMS 903, General Support for Self-Sufficiency Services, which received a larger share of the annual Federal TANF grant. The Vocational Rehabilitation Division programs, HMS 238, Disability Determination, and HMS 802, Vocational Rehabilitation, reallocated unexpended multi-year Federal grant moneys from FY06 to FY07, and from FY07 to FY08.

- 13. Provide a listing of all budget appropriations transferred to another Program ID and/or another department in FY07 and FY08.**

SEE ATTACHMENT 10.

Surplus funds, primarily from payment programs HMS 202, Payments to Assist the Aged, Blind and Disabled, HMS 203, Temporary Assistance to Other Needy Families, HMS 303, Child Out-of-Home Payments, and HMS 230, Health Care Payments, were redirected to provide for other DHS services, including the expansion of Child Welfare Services, TANF client service contracts, Chore services payments and Medicaid Waiver payments, etc. Also, \$350,000 in general funds was transferred from HMS 202 to HMS 904, DHS General Administration, to provide for a payroll shortfall. This shortfall may persist into FY09; we have yet to identify a source to cover the shortfall.

- 14. Provide a listing of all deployed positions.**

SEE ATTACHMENT 11.

Attachment 1
Department-Wide Summary Information
Totals for Proposed Department Budget Adjustments (by Method of Funding)

Department of Human Services

MOF	FY08			
	Act 213/07 Appropriation (a)	Restriction (b)	Emergency Request (c)	Total FY08 (a)+(b)+(c)
A	776,011,204		10,870,314	786,881,518
B	450,000			450,000
N	1,041,955,421			1,041,955,421
R	10,000			10,000
U	44,706,209			44,706,209
W	12,839,531			12,839,531
Dept. Totals	1,875,972,365	-	10,870,314	1,886,842,679

MOF	FY09			
	Act 213/07 Appropriation (d)	Reduction (e)	Addition (f)	Total FY09 (d)+(e)+(f)
A	776,011,204		5,065,489	781,076,693
B	450,000			450,000
N	1,041,955,421		6,226,767	1,048,182,188
R	10,000			10,000
U	44,706,209	(16,308)		44,689,901
W	12,839,531	(322,625)		12,516,906
Dept. Totals	1,875,972,365	(338,933)	11,292,256	1,886,925,688

Please indicate restrictions and reductions as negative numbers, using brackets ()

Attachment 2
Department-Wide Summary Information
Fiscal Year 08 Proposed Emergency Requests

<u>Program ID</u>	<u>MOF</u>	<u>Title of Emergency Requests</u>	<u>FTE</u>	<u>\$ Amount</u>
HMS 220	A	An Emergency Appropriation for Hawaii Public Housing Authority	-	10,870,314
Dept. Totals by MOF Total			-	10,870,314

Attachment 3
Department-Wide Summary Information
Fiscal Year 09 Proposed Budget Adjustments

Program ID	MOF	Program ID Title	FTE	\$ Amount
HMS 224	A	Homeless Services	-	4,300,000
HMS 236	A	Case Management for Self-Sufficiency	4.14	-
HMS 236	N	Case Management for Self-Sufficiency	2.86	1,779,272
HMS 238	N	Disability Determination	-	437,285
HMS 301	A	Child Protective Services	0.75	30,537
HMS 301	N	Child Protective Services	0.25	1,352,699
HMS 302	N	General Support for Child Care Services	1.00	171,113
HMS 401	A	Health Care Payments	-	585,000
HMS 401	N	Health Care Payments	-	(585,000)
HMS 501	A	In-Community Youth Programs	3.00	-
HMS 503	A	Hawaii Youth Correctional Facility	6.50	69,308
HMS 503	U	Hawaii Youth Correctional Facility	(0.50)	(16,308)
HMS 601	N	Adult and Community Care Services	-	233,930
HMS 802	N	Vocational Rehabilitation	-	826,306
HMS 807	W	Teacher Housing	-	(322,625)
HMS 901	N	General Support for Social Services	-	190,337
HMS 902	A	General Support for Health Care Payments	35.25	-
HMS 902	N	General Support for Health Care Payments	36.75	1,489,311
HMS 903	N	General Support for Self-Sufficiency Services	5.00	516,726
HMS 904	A	General Administration - DHS	2.00	80,644
HMS 904	N	General Administration - DHS	-	(185,212)
Dept. Totals by MOF			97.00	10,953,323
	A		51.64	5,065,489
	N		45.86	6,226,767
	U		(0.50)	(16,308)
	W		-	(322,625)

Attachment 4
Fiscal Year 09 Proposed Budget Adjustments

Program I.D.	Description of Adjustment	FTE	\$ Amount	MOF
HMS 224	Increase General Fund Appropriation	-	4,300,000	A
HMS 236	Increase Federal Fringe benefit amount, Oahu Section I (236LC)	-	398,837	N
HMS 236	Increase Federal Fringe benefit amount, Oahu Section III (236LE)	-	304,897	N
HMS 236	Convert three (3) Temporary positions to Permanent, E. HI. Section (236LH)	1.57	-	A
HMS 236	Convert three (3) Temporary positions to Permanent, E. HI. Section (236LH)	1.43	-	N
HMS 236	Increase Federal Fringe benefit amount, E. HI. Section I (236LH)	-	249,467	N
HMS 236	Convert one (1) Temporary position to Permanent, Kauai Section (236LK)	0.57	-	A
HMS 236	Convert one (1) Temporary position to Permanent, Kauai Section (236LK)	0.43	-	N
HMS 236	Increase Federal Fringe benefit amount, Kauai Section I (236LK)	-	106,877	N
HMS 236	Increase Federal Fringe benefit amount, Maui Section I (236LM)	-	173,477	N
HMS 236	Increase Federal Fringe benefit amount, Oahu Section II (236LR)	-	411,816	N
HMS 236	Convert three (3) Temporary positions to Permanent, W. HI. Section (236LW)	2.00	-	A
HMS 236	Convert three (3) Temporary positions to Permanent, W. HI. Section (236LW)	1.00	-	N
HMS 236	Increase Federal Fringe benefit amount, W. HI. Section (236LW)	-	133,901	N
HMS 238	Increase Federal Fringe Benefit amount	-	437,285	N
HMS 301	Increase Federal Fringe benefit amount, State Office (301SA)	-	102,257	N
HMS 301	Increase Federal Fringe Benefit amount, E. HI. Section (301SH)	-	132,042	N
HMS 301	Increase Federal Fringe Benefit amount, Kauai Section (301SK)	-	127,182	N
HMS 301	Increase Federal Fringe Benefit amount, Maui Section (301SM)	-	116,908	N
HMS 301	Convert Temporary Social Worker V to Permanent, Oahu Section (301SO)	0.75	30,537	A
HMS 301	Convert Temporary Social Worker V to Permanent, Oahu Section (301SO)	0.25	(30,537)	N
HMS 301	Increase Federal Fringe Benefit amount, Oahu Section (301SO)	-	797,037	N
HMS 301	Increase Federal Fringe Benefit amount, W. HI. Section (301SW)	-	107,810	N
HMS 302	Increase Federal Fringe benefit amount, State Office (302DA)	-	73,727	N
HMS 302	Convert one (1) Temporary position to Permanent, Hawaii Section (302DH)	1.00	-	N
HMS 302	Increase Federal Fringe benefit amount, Hawaii Section (302DH)	-	16,493	N
HMS 302	Increase Federal Fringe benefit amount, Maui Section (302DM)	-	17,333	N
HMS 302	Increase Federal Fringe benefit amount, Oahu Section (302DO)	-	63,560	N
HMS 401	Funds for SCHIP program	-	585,000	A
HMS 401	Funds for SCHIP program	-	(585,000)	N
HMS 501	Convert three (3) Temporary positions to Permanent	3.00	-	A
HMS 503	Three additional Registered Professional Nurse III psns for HYCF Medical Unit	3.00	-	A
HMS 503	Convert temporary Recreational Specialist III position to permanent	1.00	-	A
HMS 503	Trade off Dental Assistant III position for Medical Records Technician	0.50	16,308	A
HMS 503	Trade off Dental Assistant III position for Medical Records Technician	(0.50)	(16,308)	U
HMS 503	Create 2 additional YCO positions, partially funded w/trade-off	2.00	53,000	A
HMS 601	Increase Federal Fringe Benefit amount, State Office (601TA)	-	36,868	N
HMS 601	Increase Federal Fringe Benefit amount, East Hawaii Section (601TE)	-	40,174	N
HMS 601	Increase Federal Fringe Benefit amount, Kauai Section (601TK)	-	23,046	N
HMS 601	Increase Federal Fringe Benefit amount, Maui Section (601TM)	-	30,817	N
HMS 601	Increase Federal Fringe Benefit amount, Oahu Section (601TO)	-	88,316	N
HMS 601	Increase Federal Fringe Benefit amount, West Hawaii Section (601TW)	-	14,709	N
HMS 602	Increase Federal Fringe Benefit amount	-	826,306	N
HMS 607	Transfer Out Teacher Housing Resources per Act 204/05	-	(322,625)	W
HMS 901	Increase Federal Fringe Benefit amount	-	190,337	N
HMS 902	Increase Federal Fringe Benefit amount	-	1,489,311	N
HMS 902	Convert 72 Temporary Positions to Permanent	35.25	-	A
HMS 902	Convert 72 Temporary Positions to Permanent	36.75	-	N
HMS 903	Increase Federal Fringe Benefit amount, Division Administration (903FA)	-	42,995	N
HMS 903	Increase Federal Fringe Benefit amount, SORS (903FC)	-	32,359	N
HMS 903	Converting Three (3) positions from Temporary to Permanent (903FE)	3.00	-	N
HMS 903	Increase Federal Fringe Benefit amount, E&CCPO (903FE)	-	119,800	N
HMS 903	Converting two (2) LIHEAP positions from Temp. to Perm. (903FF)	2.00	-	N
HMS 903	Increase Federal Fringe Benefit amount, FAPO (903FF)	-	33,253	N
HMS 903	Increase Federal Fringe Benefit amount, INVO (903FI)	-	186,123	N
HMS 903	Increase Federal Fringe Benefit amount, NIBA (903FN)	-	11,923	N
HMS 903	Increase Federal Fringe Benefit amount, OBA (903FO)	-	43,780	N
HMS 903	Increase Federal Fringe Benefit amount, FSPO (903FS)	-	21,400	N
HMS 903	Increase Federal Fringe Benefit amount, SDO (903FT)	-	25,093	N
HMS 904	Additional Resources - Position Management Services Staff (904AC)	2.00	80,644	A
HMS 904	Delete Federal Funds Budgeted for Audit Fees (904SD)	-	(185,212)	N

51.64 5,065,489 A
45.86 6,226,767 N
(0.50) (16,308) U
- (322,625) W

Attachment 5
FY09 Capital Improvements Program Summary

<u>Priority</u>	<u>Project Title</u>	<u>FY09 \$ Amount</u>	<u>MOF</u>
1	Elevator Improvements for public housing projects, Statewide	6,410,000	C
2	Lump Sum CIP - Nonroutine Repair and Maintenance, Improvements, and Renovations to public housing projects, Statewide	20,000,000	C
3	Purchase or build a permanent facility for the homeless in Honolulu.	20,000,000	C

**Attachment 6
FY09 Request Decisions**

Department Priority	Program ID	Description	MOF	Department			Budget and Finance			Governor's Final Decision		
				Perm. FTE	Temp. FTE	\$ Amount	Perm. FTE	Temp. FTE	\$ Amount	Perm. FTE	Temp. FTE	\$ Amount
	HMS 220	Positions to Manage Housing Projects	N	7.00		348,792	-		-	-		-
	HMS 220	Subsidy for Operating Costs	A			10,900,000			-			-
	HMS 224	Increase General Fund Appropriation	A			5,300,000			4,300,000			4,300,000
	HMS 236	Transfer three (3) Temporary positions from 903FO to 236LC	A		2.00	75,264		-	-		-	-
	HMS 236	Transfer three (3) Temporary positions from 903FO to 236LC	N		1.00	42,648		-	-		-	-
	HMS 236	Delete one (1) position being transferred from 236LC to 903FO	A	(0.57)		(15,294)	-		-	-		-
	HMS 236	Delete one (1) position being transferred from 236LC to 903FO	N	(0.43)		(11,538)	-		-	-		-
	HMS 236	Increase Federal Fringe Benefit amount	N			398,837			398,837			398,837
	HMS 236	Delete one (1) position being transferred from 236LE TO 903FO	A	(0.57)		(17,859)	-		-	-		-
	HMS 236	Delete one (1) position being transferred from 236LE TO 903FO	N	(0.43)		(13,473)	-		-	-		-
	HMS 236	Increase Federal Fringe Benefit amount	N			304,897			304,897			304,897
	HMS 236	Convert three (3) Temporary positions to Permanent	A	1.57	(1.57)		1.57	(1.57)		1.57	(1.57)	
	HMS 236	Convert three (3) Temporary positions to Permanent	N	1.43	(1.43)		1.43	(1.43)		1.43	(1.43)	
	HMS 236	Increase Federal Fringe Benefit amount	N			249,467			249,467			249,467
	HMS 236	Convert one (1) Temporary position to Permanent	A	0.57	(0.57)		0.57	(0.57)		0.57	(0.57)	
	HMS 236	Convert one (1) Temporary position to Permanent	N	0.43	(0.43)		0.43	(0.43)		0.43	(0.43)	
	HMS 236	Increase Federal Fringe Benefit amount	N			106,877			106,877			106,877
	HMS 236	Increase Federal Fringe Benefit amount	N			173,477			173,477			173,477

Attachment 6
FY09 Request Decisions

	HMS 236	Delete one (1) position being transferred from 236LR to 903FO	A	(0.56)		(23,103)	-		-	-	-
	HMS 236	Delete one (1) position being transferred from 236LR to 903FO	N	(0.44)		(18,153)	-		-	-	-
	HMS 236	Increase Federal Fringe Benefit amount	N			411,816			411,816		411,816
	HMS 236	Convert three (3) Temporary positions to Permanent	A	2.00	(2.00)		2.00	(2.00)		2.00	(2.00)
	HMS 236	Convert three (3) Temporary positions to Permanent	N	1.00	(1.00)		1.00	(1.00)		1.00	(1.00)
	HMS 236	Increase Federal Fringe Benefit amount	N			133,901			133,901		133,901
	HMS 238	Increase Federal Fringe Benefit amount	N			437,285			437,285		437,285
	HMS 301	Services for Youth Exiting Foster Care	A			1,000,000			-		-
	HMS 301	Increase Funding for Comprehensive Services	A			750,000			-		-
	HMS 301	Increase Funding for Comprehensive Services	N			250,000			-		-
	HMS 301	Increase Federal Fringe Benefit amount	N			102,257			102,257		102,257
	HMS 301	Increase Federal Fringe Benefit amount	N			132,042			132,042		132,042
	HMS 301	Establish 1.0 Permanent Clerk Typist II	A	0.75		24,910	-		-	-	-
	HMS 301	Establish 1.0 Permanent Clerk Typist II	N	0.25		9,010	-		-	-	-
	HMS 301	Increase Federal Fringe Benefit amount	N			127,182			127,182		127,182
	HMS 301	Establish 2.0 Permanent Positions (Sec II, CT II)	A	1.50		52,358	-		-	-	-
	HMS 301	Establish 2.0 Permanent Positions (Sec II, CT II)	N	0.50		19,552	-		-	-	-
	HMS 301	Increase Federal Fringe Benefit amount	N			116,908			116,908		116,908
	HMS 301	Establish 6.0 Permanent Clerk Typist Positions	A	4.50		148,434	-		-	-	-

**Attachment 6
FY09 Request Decisions**

	HMS 301	Establish 6.0 Permanent Clerk Typist Positions	N	1.50		54,058	-	-	-	-	-
	HMS 301	Convert Temporary Social Worker V to Permanent	A	0.75		30,537	0.75	30,537	0.75		30,537
	HMS 301	Convert Temporary Social Worker V to Permanent	N	0.25	(1.00)	(30,537)	0.25	(1.00)	(30,537)	0.25	(1.00)
	HMS 301	Increase Federal Fringe Benefit amount	N			797,037		797,037			797,037
	HMS 301	Establish 3.0 Permanent Positions (1) Sec. II, (2) Clk Typ II	A	2.25		77,367	-	-	-	-	-
	HMS 301	Establish 3.0 Permanent Positions (1) Sec. II, (2) Clk Typ II	N	0.75		28,562	-	-	-	-	-
	HMS 301	Increase Federal Fringe Benefit amount	N			107,810		107,810			107,810
	HMS 302	Increase Federal Fringe Benefit amount	N			73,727		73,727			73,727
	HMS 302	Convert one (1) Temporary position to Permanent	N	1.00	(1.00)		1.00	(1.00)		1.00	(1.00)
	HMS 302	Increase Federal Fringe Benefit amount	N			16,493		16,493			16,493
	HMS 302	Increase Federal Fringe Benefit amount	N			17,333		17,333			17,333
	HMS 302	Increase Federal Fringe Benefit amount	N			63,560		63,560			63,560
	HMS 303	Funding to Increase Foster Board Rate Consistent with TANF Increase & for Hard to Place Children	A			4,175,879		-			
	HMS 303	Funding to Increase Foster Board Rate Consistent with TANF Increase & for Hard to Place Children	N			1,872,572		-			
	HMS 401	Funds for SCHIP Program	A			585,000		585,000			585,000
	HMS 401	Funds for SCHIP Program	N			(585,000)		(585,000)			(585,000)
	HMS 501	Conversion of 3 temporary civil service positions to permanent	A	3.00	(3.00)		3.00	(3.00)		3.00	(3.00)
	HMS 503	Request to hire an IT consultant.	A			400,000		-			-

**Attachment 6
FY09 Request Decisions**

	HMS 503	Three additional Registered Professional Nurse III positions for HYCF Medical Unit	A	3.00		-	3.00			3.00		
	HMS 503	Convert temporary Recreational Specialist III position to permanent	A	1.00	(1.00)		1.00	(1.00)		1.00	(1.00)	
	HMS 503	Trade off Dental Assistant III position for Medical Records Technician	A	0.50		16,308	0.50		16,308	0.50		16,308
	HMS 503	Trade off Dental Assistant III position for Medical Records Technician	U	(0.50)		(16,308)	(0.50)		(16,308)	(0.50)		(16,308)
	HMS 503	Create 2 additional YCO positions and partially fund with funds appropriated for Ward Transport Contract	A	2.00		53,000	2.00		53,000	2.00		53,000
	HMS 601	Increase Federal Fringe Benefit amount	N			36,868			36,868			36,868
	HMS 601	Increase Federal Fringe Benefit amount	N			40,174			40,174			40,174
	HMS 601	Increase Federal Fringe Benefit amount	N			23,046			23,046			23,046
	HMS 601	Increase Federal Fringe Benefit amount	N			30,817			30,817			30,817
	HMS 601	Increase Federal Fringe Benefit amount	N			88,316			88,316			88,316
	HMS 601	Increase Federal Fringe Benefit amount	N			14,709			14,709			14,709
	HMS 802	Increase Federal Fringe Benefit amount	N			826,306			826,306			826,306
	HMS 807	Transfer Out Teacher Housing Resources per Act 204/05	W			(322,625)			(322,625)			(322,625)
	HMS 901	Increase Federal Fringe Benefit amount	N			190,337			190,337			190,337
	HMS 902	Increase Federal Fringe Benefit amount	N			1,489,311			1,489,311			1,489,311
	HMS 902	Convert 72 Temporary Positions to Permanent	A	35.25	(35.25)		35.25	(35.25)		35.25	(35.25)	

**Attachment 6
FY09 Request Decisions**

	HMS 902	Convert 72 Temporary Positions to Permanent	N	36.75	(36.75)		36.75	(36.75)		36.75	(36.75)	
	HMS 903	Increase Federal Fringe Benefit amount	N			42,995			42,995			42,995
	HMS 903	Increase Federal Fringe Benefit amount	N			32,359			32,359			32,359
	HMS 903	Converting Threee (3) federally funded Self Sufficiency and Support Services positions from Temporary to Permanent	N	3.00	(3.00)		3.00	(3.00)		3.00	(3.00)	
	HMS 903	Increase Federal Fringe Benefit amount	N			119,800			119,800			119,800
	HMS 903	Converting two (2) LIHEAP positions from Temp. to Perm.	N	2.00	(2.00)		2.00	(2.00)		2.00	(2.00)	
	HMS 903	Increase Federal Fringe Benefit amount	N			33,253			33,253			33,253
	HMS 903	Increase Federal Fringe Benefit amount	N			186,123			186,123			186,123
	HMS 903	Increase Federal Fringe Benefit amount	N			11,923			11,923			11,923
	HMS 903	Transfer three (3) Temporary positions from 903FO to 236LC	A		(2.00)	(75,264)		-	-		-	-
	HMS 903	Transfer three (3) Temporary positions from 903FO to 236LC	N		(1.00)	(42,648)		-	-		-	-
	HMS 903	Add three (3) positions transferred from 236LR, 236LC & 236LE TO 903FO	A	1.70		56,256	-		-	-		-
	HMS 903	Add three (3) positions transferred from 236LR, 236LC & 236LE TO 903FO	N	1.30		43,164	-		-	-		-
	HMS 903	Increase Federal Fringe Benefit amount	N			43,780			43,780			43,780
	HMS 903	Increase Federal Fringe Benefit amount	N			21,400			21,400			21,400
	HMS 903	Increase Federal Fringe Benefit amount	N			25,093			25,093			25,093

**Attachment 6
FY09 Request Decisions**

		Upgrade Desktop Computers (4-yr replacement cycle) for General Administration DHS	A			160,000			-			-
	HMS 904	Position to Coordinate and Manage Additional Resources - Employee Relations & Safety Staff	A	1.00		63,111	-		-	-		-
	HMS 904	Additional Resources - Position Management Services Staff	A	2.00		82,134	-		-	-		-
	HMS 904	Additional Resources - Recruitment and Examination Staff	A	2.00		80,644	2.00		80,644	2.00		80,644
	HMS 904	Delete Federal Funds Budgeted for Audit Fees	N			(185,212)			(185,212)			(185,212)
	HMS 904	Add 7.00 permanent positions for Quality Control Staff	A	3.50		160,613	-		-	-		-
	HMS 904	Add 7.00 permanent positions for Quality Control Staff	N	3.50		216,225	-		-	-		-

A	68.14	(43.39)	24,108,624	51.64	(43.39)	5,065,489	51.64	(43.39)	5,065,489
N	59.36	(46.61)	9,025,538	45.86	(46.61)	6,226,767	45.86	(46.61)	6,226,767
U	(0.50)	-	(16,308)	(0.50)	-	(16,308)	(0.50)	-	(16,308)
W	-	-	(322,625)	-	-	(322,625)	-	-	(322,625)

Attachment 7

Actions to Realize Savings

[illegible]

Attachment 8
All Positions Vacant As of 12/1/07

Date of Vacancy	Program I.D.	PositionTitle	Position Number	Exempt (Y/N)	Budgeted Amount	Actual Salary Last Employee Paid	MOF	Program ID	Authority to Hire (Y/N)
01/16/07	220	BUILDING MAINTENANCE HELPER	2806	N	31,896.00	\$ 33,396.00	1.00 N	220	Yes
08/13/07	220	BUILDING MAINTENANCE WORKER I	4938	N	38,076.00	\$ 41,460.00	1.00 N	220	Yes
07/12/07	220	PUBLIC HOUSING SPECIALIST II	5636	N	34,824.00	\$ 40,512.00	1.00 N	220	Yes
06/06/07	220	GENERAL LABORER II	5639	N	29,484.00	\$ 30,876.00	1.00 N	220	Yes
07/02/07	220	BUILDING MAINTENANCE WORKER I	5640	N	38,076.00	\$ -	1.00 N	220	Yes
09/29/03	220	CLERK IV	5647	N	24,684.00	\$ 24,684.00	1.00 A	220	No
11/30/07	220	CLERK TYPIST III	5855	N	26,832.00	\$ 41,040.00	1.00 W	220	No
08/01/07	220	WELDER I	5968	N	39,504.00	\$ -	1.00 N	220	Yes
08/01/07	220	BUILDING MAINTENANCE WORKER I	6046	N	38,076.00	\$ -	1.00 N	220	Yes
10/03/07	220	ACCOUNT CLERK II	6171	N	22,932.00	\$ -	1.00 N	220	Yes
07/03/06	220	GEN CONSTR & MTNCE SUPVR I	6281	N	45,120.00	\$ -	1.00 N	220	Yes
03/01/07	220	TRUCK DRIVER	6642	N	33,168.00	\$ 34,728.00	1.00 N	220	Yes
09/12/06	220	PUBLIC HOUSING SUPERVISOR IV	6693	N	40,716.00	\$ 53,628.00	1.00 W	220	No
03/13/06	220	GENERAL LABORER III	6728	N	31,260.00	\$ -	1.00 N	220	Yes
11/20/06	220	HEAVY TRUCK DRIVER	6787	N	34,488.00	\$ -	1.00 N	220	Yes
08/16/07	220	PUBLIC HOUSING SUPVR VI	8751	N	46,572.00	\$ 57,720.00	1.00 N	220	Yes
02/01/07	220	PAINTER I	8760	N	38,076.00	\$ -	1.00 N	220	Yes
11/27/07	220	PAINTER I	8842	N	38,076.00	\$ 41,460.00	1.00 N	220	Yes
05/01/06	220	BUILDING MAINTENANCE WORKER I	8851	N	38,076.00	\$ 38,076.00	1.00 N	220	Yes
02/01/07	220	PUBLIC HOUSING SUPERVISOR IV	9204	N	51,552.00	\$ -	1.00 N	220	Yes
04/27/06	220	CLERK TYPIST II	10306	N	22,832.00	\$ -	1.00 N	220	Yes
09/01/07	220	BUILDING MAINTENANCE WORKER I	10866	N	38,076.00	\$ -	1.00 N	220	Yes
11/27/06	220	GENERAL LABORER II	12703	N	29,484.00	\$ 30,516.00	1.00 N	220	Yes
07/27/07	220	GENERAL LABORER I	15486	N	28,680.00	\$ 31,236.00	1.00 N	220	Yes
10/02/07	220	SOCIAL SERVICE ASSISTANT IV	18794	N	26,832.00	\$ 30,012.00	1.00 N	220	Yes
06/01/07	220	PUBLIC HOUSING SUPERVISOR IV	21546	N	40,716.00	\$ 42,144.00	1.00 W	220	No
04/03/07	220	PUBLIC HOUSING SPECIALIST II	23050	N	39,156.00	\$ 40,524.00	1.00 N	220	Yes
05/01/07	220	PUBLIC HOUSING SPECIALIST II	23698	N	36,216.00	\$ 40,524.00	1.00 W	220	No
07/01/05	220	PROCUREMENT & SUPPLY SPCLT III	31664	N	37,632.00	\$ 40,920.00	1.00 W	220	No
05/16/03	220	CLERK TYPIST II	32210	N	22,932.00	\$ -	1.00 N	220	No
10/01/07	220	BUILDING MAINTENANCE WORKER I	35172	N	38,076.00	\$ -	1.00 N	220	Yes
05/07/07	220	PAINTER I	41350	N	38,076.00	\$ -	1.00 N	220	Yes
04/08/06	220	GENERAL LABORER II	43948	N	29,484.00	\$ 29,484.00	1.00 N	220	Yes
12/01/05	220	SOCIAL SERVICE AIDE II	45873	N	25,764.00	\$ 26,832.00	1.00 N	220	Yes
08/20/07	220	SOCIAL SERVICE ASSISTANT IV	46195	N	33,912.00	\$ 36,504.00	1.00 N	220	Yes
09/27/06	220	CLERK TYPIST II	51818	N	23,844.00	\$ 23,844.00	1.00 N	220	Yes

Attachment 8
All Positions Vacant As of 12/1/07

07/25/06	220	PROGRAM SPCLT	103036	Y	40,714.00	\$	40,713.96	1.00 N	220	Yes
12/01/06	220	PROGRAM SPCLT & TENANT SVCS	111874	Y	42,357.00	\$	43,839.60	1.00 N	220	Yes
03/01/07	222	PUBLIC HOUSING SPECIALIST II	23029	N	39,156.00	\$	42,144.00	1.00 N	222	Yes
11/16/06	222	CLERK TYPIST II	28654	N	22,932.00	\$	32,424.00	1.00 N	222	Yes
09/29/07	222	PUBLIC HOUSING SPECIALIST II	28657	N	44,064.00	\$	47,436.00	1.00 A	222	No
05/01/06	222	CLERK TYPIST II	29009	N	22,932.00	\$	25,764.00	1.00 N	222	Yes
11/01/05	222	PUBLIC HOUSING SPECIALIST II	35416	N	34,824.00	\$	39,156.00	1.00 N	222	Yes
09/29/07	222	PUBLIC HOUSING SPECIALIST II	46983	N	45,840.00	\$	51,300.00	1.00 A	222	No
11/02/06	222	HSG INSPECTOR	100572	Y	30,151.00	\$	31,206.12	1.00 N	222	Yes
08/16/07	222	HSG INSPECTOR	101214	Y	40,572.00	\$	30,312.00	1.00 N	222	Yes
07/26/07	222	PUBLIC HOUSING SPECIALIST II	111465	N	32,184.00	\$	33,312.00	1.00 N	222	Yes
04/01/05	222	PUBLIC HOUSING SPECIALIST II	111467	N	34,824.00	\$	37,836.00	1.00 N	222	Yes
07/01/05	222	PUBLIC HOUSING SPECIALIST II	111468	N	32,184.00	\$	30,792.00	1.00 N	222	Yes
02/16/07	222	ACCOUNTANT III	111469	N	32,184.00	\$	42,144.00	1.00 N	222	Yes
11/01/07	224	DEVELOPMENT SPECIALIST	103014	Y	42,352.00	\$	43,834.56	1.00 A	224	Yes
10/01/03	225	SECRETARY IV	2800	N	34,824.00	\$	-	1.00 W	225	No
05/07/07	225	SECRETARY II	5857	N	42,924.00	\$	-	1.00 N	225	Yes
07/01/99	225	STATE HOUSING DEVELOPMENT ADMR	25649	N	81,444.00	\$	-	1.00 N	225	Yes
05/23/06	225	CLERK TYPIST II	48707	N	22,932.00	\$	22,932.00	1.00 N	225	Yes
07/01/04	225	PROP MGT COORD ASST	100202	Y	42,180.00	\$	-	1.00 W	225	No
05/19/07	225	HOUSING WARR/INSP ASST	100439	Y	48,252.00	\$	49,940.52	1.00 W	225	No
09/01/05	225	HOUSING DEVELOPMENT SPCLT I	100886	Y	51,312.00	\$	-	1.00 W	225	No
08/01/07	225	HOUSING DEVELOPMENT SPCLT I	102676	Y	62,736.00	\$	-	1.00 W	225	No
01/03/05	225	CONTRACT ADMINISTRATOR	103024	Y	65,257.00	\$	65,257.20	1.00 N	225	Yes
06/18/07	229	ACCOUNTANT IV	41252	N	40,716.00	\$	49,332.00	1.00 N	229	Yes
07/20/07	229	SECRETARY II	41253	N	36,660.00	\$	-	1.00 N	229	Yes
02/22/05	229	PROGRAM BUDGET ANALYST IV	41267	N	40,716.00	\$	-	1.00 N	229	Yes
04/16/07	229	ACCOUNT CLERK III	42097	N	23,700.00	\$	29,976.00	1.00 N	229	Yes
09/15/07	229	ACCOUNTANT II	42107	N	32,040.00	\$	40,512.00	1.00 N	229	Yes
06/02/03	229	CLERK TYPIST II	51784	N	21,948.00	\$	21,948.00	1.00 N	229	Yes
07/06/00	229	HOUSING FINANCE SPCLT II	100882	Y	45,840.00	\$	-	1.00 N	229	No
06/30/06	229	PLANNER IV	102034	Y	40,716.00	\$	-	1.00 N	229	Yes
06/20/07	229	DEPUTY EXEC DIR	106012	Y	70,169.00	\$	75,211.80	1.00 N	229	Yes
09/05/07	229	HPHA SYSTEMS ANALYST/PRGM IV	106429	Y	40,701.00	\$	42,125.52	1.00 N	229	Yes
08/14/07	229	FINANCIAL ADVISOR	118550	Y	70,000.00	\$	-	1.00 N	229	Yes
10/17/07	236	CLERK III	1689	N	24,792.00	\$	26,688.00	0.56 A/0.44 N	236	Yes
09/11/07	236	ELIGIBILITY WORKER III	1692	N	26,832.00	\$	27,768.00	0.56 A/0.44 N	236	Yes
08/29/07	236	ELIGIBILITY WORKER II	1695	N	41,256.00	\$	44,424.00	0.56 A/0.44 N	236	Yes

Attachment 8
All Positions Vacant As of 12/1/07

10/13/07	236	ELIGIBILITY WORKER II	3777	N	26,832.00	\$	28,884.00	0.57 A/0.43 N	236	Yes
04/14/07	236	CLERK TYPIST II	3781	N	23,844.00	\$	21,096.00	0.57 A/0.43 N	236	Yes
10/11/07	236	SECRETARY I	3864	N	28,968.00	\$	29,976.00	0.57 A/0.43 N	236	Yes
06/16/07	236	CLERK TYPIST II	4069	N	26,832.00	\$	-	0.57 A/0.43 N	236	Yes
05/16/07	236	CLERK TYPIST II	5071	N	25,764.00	\$	26,664.00	0.57 A/0.43 N	236	Yes
03/01/05	236	CLERK TYPIST II	5476	N	22,932.00	\$	24,888.00	0.57 A/0.43 N	236	Yes
11/01/07	236	ELIGIBILITY WORKER I	6336	N	38,124.00	\$	41,040.00	0.57 A/0.43 N	236	Yes
09/11/07	236	ELIGIBILITY WORKER III	7502	N	26,832.00	\$	26,832.00	0.57 A/0.43 N	236	Yes
10/27/07	236	CLERK TYPIST II	9645	N	22,932.00	\$	25,668.00	0.57 A/0.43 N	236	Yes
10/16/07	236	ELIGIBILITY WORKER I	14133	N	33,912.00	\$	-	0.57 A/0.43 N	236	Yes
08/01/07	236	ELIGIBILITY WORKER III	14137	N	44,604.00	\$	-	0.57 A/0.43 N	236	Yes
	236	ELIGIBILITY WORKER III	14138	N	30,156.00	\$	32,424.00	0.57 A/0.43 N	236	Yes
09/18/07	236	ELIGIBILITY WORKER III	14142	N	48,252.00	\$	37,956.00	0.57 A/0.43 N	236	Yes
09/11/07	236	ELIGIBILITY WORKER III	14145	N	26,832.00	\$	-	0.57 A/0.43 N	236	Yes
10/17/07	236	ELIGIBILITY WORKER III	17685	N	36,840.00	\$	-	0.57 A/0.43 N	236	Yes
09/16/06	236	ELIGIBILITY WORKER III	17689	N	26,832.00	\$	26,832.00	0.57 A/0.43 N	236	Yes
06/06/02	236	ELIGIBILITY WORKER I	22156	N	30,900.00	\$	25,380.00	0.57 A/0.43 N	236	Yes
03/16/06	236	ELIGIBILITY WORKER I	22160	N	26,832.00	\$	28,968.00	0.57 A/0.43 N	236	Yes
10/23/07	236	CLERK TYPIST II	22286	N	23,844.00	\$	26,688.00	0.57 A/0.43 N	236	Yes
09/05/07	236	CLERK III	22289	N	24,792.00	\$	27,732.00	0.57 A/0.43 N	236	Yes
09/24/07	236	ELIGIBILITY WORKER III	24177	N	35,256.00	\$	28,884.00	0.57 A/0.43 N	236	Yes
06/16/04	236	ELIGIBILITY WORKER III	24182	N	26,832.00	\$	-	0.57 A/0.43 N	236	Yes
	236	ELIGIBILITY WORKER III	24187	N	38,124.00	\$	-	0.57 A/0.43 N	236	Yes
11/26/07	236	ELIGIBILITY WORKER III	24775	N	41,256.00	\$	-	0.57 A/0.43 N	236	Yes
12/30/06	236	ELIGIBILITY WORKER III	24974	N	48,252.00	\$	-	0.57 A/0.43 N	236	Yes
09/01/06	236	ELIGIBILITY WORKER III	24976	N	28,968.00	\$	28,968.00	0.57 A/0.43 N	236	Yes
01/02/07	236	ELIGIBILITY WORKER III	24978	N	33,912.00	\$	35,100.00	0.57 A/0.43 N	236	Yes
08/01/07	236	CLERK TYPIST II	25015	N	28,968.00	\$	31,176.00	0.57 A/0.43 N	236	Yes
11/13/07	236	CLERK III	25016	N	22,932.00	\$	24,684.00	0.57 A/0.43 N	236	Yes
10/30/07	236	SECRETARY II	26393	N	44,604.00	\$	31,176.00	0.57 A/0.43 N	236	Yes
07/13/06	236	CLERK TYPIST II	26396	N	22,932.00	\$	25,764.00	0.57 A/0.43 N	236	Yes
09/11/07	236	ELIGIBILITY WORKER III	28069	N	28,968.00	\$	29,136.00	0.57 A/0.43 N	236	Yes
06/09/07	236	SECRETARY I	28109	N	28,968.00	\$	-	0.57 A/0.43 N	236	Yes
11/01/07	236	ELIGIBILITY WORKER III	28115	N	39,672.00	\$	36,504.00	0.57 A/0.43 N	236	Yes
10/02/07	236	ELIGIBILITY WORKER III	28126	N	26,832.00	\$	27,768.00	0.57 A/0.43 N	236	Yes
07/02/07	236	ELIGIBILITY WORKER II	28128	N	31,332.00	\$	36,504.00	0.57 A/0.43 N	236	Yes
09/28/07	236	CLERK TYPIST II	28191	N	23,844.00	\$	25,656.00	0.57 A/0.43 N	236	Yes
03/15/07	236	ELIGIBILITY WORKER III	28218	N	38,124.00	\$	39,456.00	0.57 A/0.43 N	236	Yes

Attachment 8
All Positions Vacant As of 12/1/07

11/13/06	236	ELIGIBILITY WORKER III	28219	N	41,256.00	\$ -	0.57 A/0.43 N	236	Yes
11/16/07	236	ELIGIBILITY WORKER III	28225	N	30,156.00	\$ 32,460.00	0.57 A/0.43 N	236	Yes
03/07/07	236	CLERK TYPIST II	28235	N	22,932.00	\$ 23,736.00	0.57 A/0.43 N	236	Yes
10/16/07	236	ELIGIBILITY WORKER III	28254	N	39,672.00	\$ -	0.57 A/0.43 N	236	Yes
03/23/07	236	ELIGIBILITY WORKER III	28331	N	26,832.00	\$ 27,768.00	0.57 A/0.43 N	236	Yes
11/29/07	236	CLERK TYPIST II	31326	N	25,764.00	\$ 28,884.00	0.57 A/0.43 N	236	Yes
04/12/06	236	CLERK TYPIST II	32389	N	22,932.00	\$ 23,844.00	0.57 A/0.43 N	236	Yes
09/04/07	236	ELIGIBILITY WORKER I	32394	N	26,832.00	\$ 29,976.00	0.57 A/0.43 N	236	Yes
09/11/07	236	CLERK III	32474	N	30,156.00	\$ -	0.57 A/0.43 N	236	Yes
09/29/07	236	CLERK III	33218	N	26,832.00	\$ -	0.57 A/0.43 N	236	Yes
11/09/07	236	ELIGIBILITY WORKER III	34716	N	26,832.00	\$ 28,884.00	0.57 A/0.43 N	236	Yes
06/30/07	236	ELIGIBILITY WORKER III	34720	N	26,832.00	\$ 31,212.00	0.57 A/0.43 N	236	Yes
06/29/06	236	ELIGIBILITY WORKER IV	34741	N	33,912.00	\$ -	0.57 A/0.43 N	236	Yes
06/26/07	236	CLERK III	35516	N	25,764.00	\$ -	0.57 A/0.43 N	236	Yes
07/03/07	236	SECRETARY I	42178	N	33,912.00	\$ 35,112.00	0.57 A/0.43 N	236	Yes
07/02/07	236	CLERK TYPIST II	43557	N	26,832.00	\$ 27,768.00	1.00 A	236	Yes
09/24/07	236	CLERK TYPIST II	44144	N	25,764.00	\$ 27,732.00	0.57 A/0.43 N	236	Yes
10/01/07	236	CLERK TYPIST II	45453	N	25,764.00	\$ 23,736.00	0.5 A/0.5 N	236	Yes
08/28/07	236	PROFESSIONAL TRAINEE I	45456	N	42,348.00	\$ 47,436.00	0.5 A/0.5 N	236	Yes
07/10/07	236	STAFF SERVICES ASST I	45472	N	33,912.00	\$ -	0.5 A/0.5 N	236	Yes
09/17/07	236	SSSS SPCLT III	45522	N	37,632.00	\$ 43,836.00	0.5 A/0.5 N	236	Yes
05/01/07	236	SECRETARY I	46891	N	30,156.00	\$ 31,212.00	0.5 A/0.5 N	236	Yes
08/15/07	236	CLERK TYPIST II	46895	N	22,932.00	\$ -	0.5 A/0.5 N	236	Yes
12/11/06	236	CLERK TYPIST II	47431	N	22,932.00	\$ -	0.5 A/0.5 N	236	Yes
12/13/05	236	CLERK TYPIST II	48705	N	23,932.00	\$ 25,764.00	0.5 A/0.5 N	236	Yes
09/24/07	236	SOCIAL SERVICE ASSISTANT IV	118639	N	25,764.00	\$ -	1.00 N	236	Yes
09/24/07	236	SOCIAL SERVICE ASSISTANT IV	118640	N	25,764.00	\$ -	1.00 N	236	Yes
09/25/07	236	SOCIAL SERVICE ASSISTANT IV	118641	N	25,764.00	\$ -	1.00 N	236	Yes
09/25/07	236	SOCIAL SERVICE ASSISTANT IV	118642	N	25,764.00	\$ -	1.00 N	236	Yes
09/26/07	236	SOCIAL SERVICE ASSISTANT IV	118644	N	25,764.00	\$ -	1.00 N	236	Yes
05/16/06	238	DISABILITY CLAIMS SPCLT II	10021	N	37,632.00	\$ 40,716.00	1.00 N	238	Yes
07/01/03	238	CLERK III	23609	N	22,932.00	\$ 28,836.00	1.00 N	238	Yes
11/16/05	238	CLERK STENOGRAPHER II	24196	N	23,844.00	\$ -	1.00 N	238	Yes
01/03/06	238	DISABILITY CLAIMS SPCLT III	24444	N	37,632.00	\$ -	1.00 N	238	Yes
03/24/06	238	DISABILITY CLAIMS SPCLT I	24454	N	37,632.00	\$ 40,716.00	1.00 N	238	Yes
07/28/07	238	DISABILITY CLAIMS SPCLT III	24930	N	36,216.00	\$ 42,144.00	1.00 N	238	Yes
05/05/07	238	DISABILITY CLAIMS SPCLT III	24932	N	37,632.00	\$ 36,048.00	1.00 N	238	Yes
12/30/06	238	DISABILITY CLAIMS SPCLT II	45066	N	53,628.00	\$ -	1.00 N	238	Yes

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07/01/05	238	DISABILITY CLAIMS SPCLT IV	48675	N	40,716.00	\$ -	1.00 N	238	Yes
07/14/07	301	SOCIAL WORKER IV	1673	N	37,632.00	\$ 47,436.00	0.42 A/0.58 N	301	Yes
04/30/05	301	SOCIAL WORKER IV	1715	N	34,824.00	\$ 38,976.00	0.58 A/0.42 N	301	Yes
12/31/05	301	SOCIAL WORKER VI	1719	N	49,572.00	\$ -	0.53 A/0.47 N	301	Yes
11/01/06	301	SECRETARY II	1748	N	44,604.00	\$ -	0.53 A/0.47 N	301	Yes
05/25/07	301	SOCIAL WORKER IV	1756	N	37,632.00	\$ 45,612.00	0.42 A/0.58 N	301	Yes
08/01/07	301	CHLD/ADLT PRTCTV SVCS SPCLT	3472	N	44,064.00	\$ 49,344.00	0.68 A/0.32 N	301	Yes
08/02/06	301	SOCIAL WORKER IV	4545	N	40,716.00	\$ 47,892.00	0.68 A/0.32 N	301	Yes
02/16/07	301	SOCIAL WORKER IV	4679	N	51,552.00	\$ 53,352.00	0.42 A/0.58 N	301	Yes
01/02/06	301	SOCIAL WORKER IV	5713	N	32,184.00	\$ 42,576.00	0.68 A/0.32 N	301	Yes
08/16/07	301	SOCIAL WORKER III	6421	N	39,156.00	\$ 40,512.00	1.00 A	301	Yes
06/07/07	301	SOCIAL WORKER IV	7706	N	49,572.00	\$ 53,352.00	0.58 A/0.42 N	301	Yes
08/01/06	301	SOCIAL WORKER III	8625	N	42,348.00	\$ 45,840.00	0.42 A/0.58 N	301	Yes
04/10/07	301	SOCIAL WORKER IV	13236	N	51,552.00	\$ -	0.42 A/0.58 N	301	Yes
04/02/07	301	SOCIAL WORKER III	14141	N	37,632.00	\$ 38,952.00	0.42 A/0.58 N	301	Yes
02/16/07	301	SOCIAL WORKER III	16861	N	40,716.00	\$ 43,836.00	0.68 A/0.32 N	301	Yes
07/01/07	301	FAMILY SERVICES ASSISTANT	17449	N	27,888.00	\$ 28,860.00	0.42 A/0.58 N	301	Yes
09/17/07	301	FAMILY SERVICES ASSISTANT	26351	N	28,968.00	\$ 32,460.00	0.42 A/0.58 N	301	Yes
09/11/07	301	CLERK TYPIST II	28366	N	31,332.00	\$ 35,112.00	1.00 A	301	Yes
09/01/07	301	SOCIAL WORKER IV	28420	N	53,628.00	\$ -	0.5 A/0.5 N	301	Yes
06/18/07	301	SOCIAL WORKER IV	31453	N	37,632.00	\$ 38,952.00	0.42 A/0.58 N	301	Yes
06/13/07	301	SOCIAL SERVICE ASSISTANT IV	31638	N	25,764.00	\$ 28,860.00	0.58 A/0.42 N	301	Yes
05/05/06	301	SOCIAL WORKER III	32282	N	34,824.00	\$ 34,824.00	0.48 A/0.52 N	301	Yes
10/02/07	301	SOCIAL WORKER IV	32763	N	44,064.00	\$ 47,436.00	0.42 A/0.58 N	301	Yes
08/01/07	301	SOCIAL WORKER IV	34077	N	53,628.00	\$ -	0.42 A/0.58 N	301	Yes
11/05/07	301	SOCIAL SERVICE AID III	34114	N	28,968.00	\$ 32,460.00	0.42 A/0.58 N	301	Yes
01/01/07	301	SOCIAL WORKER IV	34177	N	53,628.00	\$ -	0.42 A/0.58 N	301	Yes
10/01/07	301	SOCIAL WORKER III	34398	N	47,664.00	\$ 53,364.00	0.58 A/0.42 N	301	Yes
07/25/06	301	SOCIAL WORKER IV	34769	N	42,348.00	\$ -	0.58 A/0.42 N	301	Yes
05/01/06	301	CLERK TYPIST II	35725	N	22,932.00	\$ 23,844.00	0.58 A/0.42 N	301	Yes
09/04/07	301	SOCIAL WORKER IV	36144	N	37,632.00	\$ 45,588.00	0.68 A/0.32 N	301	Yes
11/26/07	301	SOCIAL WORKER IV	36301	N	37,632.00	\$ 47,436.00	0.42 A/0.58 N	301	Yes
07/01/06	301	SOCIAL WORKER III	36302	N	40,716.00	\$ 40,716.00	0.42 A/0.58 N	301	Yes
05/30/07	301	SOCIAL WORKER IV	36320	N	37,632.00	\$ 45,612.00	0.42 A/0.58 N	301	Yes
11/01/07	301	SOCIAL WORKER IV	36324	N	37,632.00	\$ 40,512.00	0.42 A/0.58 N	301	Yes
03/28/07	301	SOCIAL WORKER IV	36332	N	47,664.00	\$ 45,612.00	0.42 A/0.58 N	301	Yes
05/24/07	301	SOCIAL WORKER III	36415	N	37,632.00	\$ -	0.58 A/0.42 N	301	Yes
03/16/07	301	SECRETARY I	36519	N	35,256.00	\$ -	0.42 A/0.58 N	301	Yes

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09/08/07	301	SOCIAL WORKER IV	37615	N	40,716.00	\$ 47,436.00	0.68 A/0.32 N	301	Yes
10/27/06	301	SOCIAL WORKER IV	37618	N	45,840.00	\$ 47,448.00	0.68 A/0.32 N	301	Yes
05/01/07	301	SOCIAL WORKER V	39238	N	60,288.00	\$ -	1.00 A	301	Yes
11/15/07	301	SOCIAL SERVICE ASSISTANT IV	39416	N	25,764.00	\$ 27,732.00	0.59 A/0.41 N	301	Yes
11/01/06	301	ELIGIBILITY WORKER III	39418	N	39,672.00	\$ 41,064.00	0.59 A/0.41 N	301	Yes
07/10/04	301	CLERK TYPIST II	39419	N	22,932.00	\$ 21,096.00	0.59 A/0.41 N	301	Yes
08/09/07	301	CLERK TYPIST II	39459	N	13,416.00	\$ -	0.3 A/0.2 N	301	Yes
03/24/07	301	CLERK TYPIST II	39729	N	23,736.00	\$ 24,684.00	1.00 A	301	Yes
11/02/05	301	SOCIAL SERVICE AID III	40521	N	23,844.00	\$ 26,832.00	0.42 A/0.58 N	301	Yes
09/04/07	301	SOCIAL WORKER IV	42326	N	37,632.00	\$ 45,588.00	0.42 A/0.58 N	301	Yes
09/04/07	301	SOCIAL WORKER III	42330	N	37,632.00	\$ 43,824.00	0.42 A/0.58 N	301	Yes
11/16/07	301	SOCIAL SERVICE ASSISTANT IV	42350	N	27,888.00	\$ 30,012.00	0.42 A/0.58 N	301	Yes
08/21/06	301	SOCIAL WORKER IV	42370	N	47,664.00	\$ -	0.5 A/0.5 N	301	Yes
11/01/07	301	CLERK TYPIST II	42381	N	24,792.00	\$ 26,688.00	0.58 A/0.42 N	301	Yes
09/24/07	301	SOCIAL SERVICE ASSISTANT IV	42524	N	25,764.00	\$ 26,940.00	0.42 A/0.58 N	301	Yes
01/17/06	301	CLERK TYPIST II	42535	N	22,932.00	\$ 23,844.00	0.44 A/0.56 N	301	Yes
11/15/06	301	SOCIAL WORKER III	42595	N	53,628.00	\$ 55,500.00	0.53 A/0.47 N	301	Yes
06/03/06	301	CLERK TYPIST II	43656	N	22,932.00	\$ 24,792.00	0.42 A/0.58 N	301	Yes
10/20/07	301	SOCIAL SERVICE ASSISTANT IV	43997	N	35,256.00	\$ -	0.42 A/0.58 N	301	Yes
06/18/07	301	CLERK III	46325	N	25,764.00	\$ 26,664.00	1.00 A	301	Yes
09/17/07	301	CLERK III	46327	N	22,932.00	\$ 25,668.00	1.00 A	301	Yes
10/01/03	301	CLERK III	46328	N	22,932.00	\$ 21,948.00	1.00 A	301	Yes
03/01/07	301	SOCIAL SERVICE ASSISTANT IV	46363	N	32,616.00	\$ 33,756.00	1.00 A	301	Yes
11/26/07	301	SOCIAL SERVICE ASSISTANT IV	46384	N	27,888.00	\$ 31,176.00	1.00 A	301	Yes
09/20/05	301	CLERK III	46390	N	22,932.00	\$ 23,040.00	1.00 A	301	Yes
12/30/06	301	ELIGIBILITY WORKER V	47453	N	56,448.00	\$ -	1.00 A	301	Yes
07/05/06	301	SOCIAL SERVICE AID II	108925	N	21,948.00	\$ 22,932.00	0.75 A/0.25 N	301	Yes
11/01/07	301	SOCIAL SERVICE AID II	111035	N	23,844.00	\$ 26,688.00	0.75 A/0.25 N	301	Yes
08/01/07	301	SOCIAL SERVICE AID II	111039	N	22,020.00	\$ 23,736.00	0.75 A/0.25 N	301	Yes
08/01/07	301	SOCIAL SERVICE AID II	111041	N	22,020.00	\$ 21,096.00	0.75 A/0.25 N	301	Yes
12/30/06	301	ELIGIBILITY WORKER III	113054	N	44,604.00	\$ 46,164.00	0.75 A/0.25 N	301	Yes
07/16/07	301	SOCIAL WORKER V	113138	N	40,716.00	\$ 33,312.00	1.00 N	301	Yes
12/07/04	301	VOLUNTARY SVCS CASE MANAGER	117205	Y	38,775.00	\$ -	1.00 N	301	Yes
01/06/07	301	QUALITY ASSURANCE COORDINATOR	117231	N	45,395.00	\$ 46,983.96	1.00 N	301	Yes
08/01/07	301	SOCIAL SERVICE AID II	117488	N	21,096.00	\$ 24,684.00	0.75 A/0.25 N	301	Yes
11/16/07	301	SOCIAL SERVICE AID II	117490	N	21,948.00	\$ 24,684.00	0.75 A/0.25 N	301	Yes
10/27/06	301	SOCIAL SERVICE AID II	117491	N	21,096.00	\$ 22,788.00	0.75 A/0.25 N	301	Yes
10/01/07	301	SOCIAL SERVICE AID II	117492	N	20,268.00	\$ 25,668.00	0.75 A/0.25 N	301	Yes

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08/01/07	301	SOCIAL SERVICE AID II	117495	N	22,027.00	\$	23,736.00	0.75 A/0.25 N	301	Yes
08/01/07	301	SOCIAL SERVICE AID II	117497	N	22,020.00	\$	22,020.00	0.75 A/0.25 N	301	Yes
09/16/07	301	SOCIAL SERVICE AID II	117501	N	22,020.00	\$	24,792.00	0.75 A/0.25 N	301	Yes
07/16/07	301	SOCIAL SERVICE AID II	117502	N	21,281.00	\$	-	0.75 A/0.25 N	301	Yes
07/16/07	301	SOCIAL SERVICE AID II	117503	N	21,281.00	\$	-	0.75 A/0.25 N	301	Yes
07/16/07	301	SOCIAL SERVICE AID II	117504	N	22,788.00	\$	-	0.75 A/0.25 N	301	Yes
08/01/07	301	SOCIAL SERVICE AID II	117505	N	22,020.00	\$	24,792.00	0.75 A/0.25 N	301	Yes
05/17/07	301	SOCIAL SERVICE AID II	117508	N	22,020.00	\$	25,656.00	0.75 A/0.25 N	301	Yes
08/01/07	301	HUMAN SERVICES PROFESSIONAL IV	117509	N	34,308.00	\$	-	0.75 A/0.25 N	301	Yes
08/01/07	301	HUMAN SERVICES PROFESSIONAL II	117510	N	34,308.00	\$	-	0.75 A/0.25 N	301	Yes
07/16/07	301	HUMAN SERVICES PROFESSIONAL IV	117512	N	34,308.00	\$	-	0.75 A/0.25 N	301	Yes
09/01/07	301	HUMAN SERVICES PROFESSIONAL II	117513	N	34,308.00	\$	-	0.75 A/0.25 N	301	Yes
08/01/07	301	HUMAN SERVICES PROFESSIONAL IV	117514	N	34,308.00	\$	47,448.00	0.75 A/0.25 N	301	Yes
08/01/07	301	HUMAN SERVICES PROFESSIONAL IV	117516	N	34,308.00	\$	-	0.75 A/0.25 N	301	Yes
07/20/07	301	SOCIAL SERVICE AID III	118530	N	22,026.00	\$	-	1.00 N	301	Yes
07/25/07	301	SOCIAL SERVICE AID III	118531	N	22,026.00	\$	-	1.00 N	301	Yes
07/25/07	301	SOCIAL SERVICE AID III	118532	N	22,021.00	\$	-	1.00 N	301	Yes
07/24/07	301	SOCIAL SERVICE AID III	118533	N	22,020.00	\$	-	1.00 N	301	Yes
10/09/07	301	SOCIAL SERVICE AID III	118534	N	23,852.00	\$	-	1.00 N	301	Yes
09/10/07	301	CHILD/ADULT PRCTCT SVCS SPCLT	118535	N	42,918.00	\$	-	1.00 N	301	Yes
10/09/07	301	SOCIAL SERVICE AID III	118538	N	23,846.00	\$	-	1.00 N	301	Yes
09/10/07	301	CHILD/ADULT PRCTCT SVCS SPCLT	118539	N	42,918.00	\$	-	1.00 N	301	Yes
07/24/07	301	SOCIAL SERVICE AID III	118541	N	22,021.00	\$	-	1.00 N	301	Yes
07/24/07	301	SOCIAL SERVICE AID III	118542	N	22,026.00	\$	-	1.00 N	301	Yes
08/13/07	301	SOCIAL SERVICE AID III	118560	N	21,276.00	\$	-	1.00 N	301	Yes
08/13/07	301	SOCIAL SERVICE AID III	118561	N	22,020.00	\$	-	1.00 N	301	Yes
08/13/07	301	SOCIAL SERVICE AID III	118562	N	22,020.00	\$	-	1.00 N	301	Yes
08/13/07	301	SOCIAL SERVICE AID III	118563	N	22,026.00	\$	-	1.00 N	301	Yes
08/13/07	301	SOCIAL SERVICE AID III	118564	N	22,020.00	\$	-	1.00 N	301	Yes
08/13/07	301	SOCIAL SERVICE AID III	118565	N	22,021.00	\$	-	1.00 N	301	Yes
08/13/07	301	SOCIAL SERVICE AID III	118566	N	22,026.00	\$	-	1.00 N	301	Yes
08/13/07	301	SOCIAL SERVICE AID III	118567	N	22,021.00	\$	-	1.00 N	301	Yes
08/13/07	301	SOCIAL SERVICE AID III	118568	N	22,026.00	\$	-	1.00 N	301	Yes
08/13/07	301	SOCIAL SERVICE AID III	118569	N	22,026.00	\$	-	1.00 N	301	Yes
08/13/07	301	SOCIAL SERVICE AID III	118570	N	22,026.00	\$	-	1.00 N	301	Yes
10/09/07	301	SOCIAL SERVICE AID III	118571	N	23,852.00	\$	-	1.00 N	301	Yes
10/09/07	301	SOCIAL SERVICE AID III	118572	N	23,852.00	\$	-	1.00 N	301	Yes
10/09/07	301	SOCIAL SERVICE AID III	118573	N	23,844.00	\$	-	1.00 N	301	Yes

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09/10/07	301	CHILD/ADULT PRTCTV SVCS SPCLT	118574	N	40,874.00	\$ -	1.00 N	301	Yes
09/11/07	301	CHILD/ADULT PRTCTV SVCS SPCLT	118575	N	39,492.00	\$ -	1.00 N	301	Yes
09/11/07	301	CHILD/ADULT PRTCTV SVCS SPCLT	118576	N	42,918.00	\$ -	1.00 N	301	Yes
09/14/07	301	SECRETARY I	118583	N	26,832.00	\$ -	1.00 N	301	Yes
09/06/07	301	CHILD/ADULT PRTCTV SVCS SPCLT	118584	N	40,920.00	\$ -	1.00 N	301	Yes
08/13/07	301	SOCIAL SERVICE AID III	118585	N	22,020.00	\$ -	1.00 N	301	Yes
10/19/07	301	SOCIAL SERVICE AID III	118586	N	22,021.00	\$ -	1.00 N	301	Yes
11/02/07	301	SOCIAL SERVICE AID III	118587	N	21,281.00	\$ -	1.00 N	301	Yes
09/21/07	301	SOCIAL SERVICE AID III	118588	N	22,020.00	\$ -	1.00 N	301	Yes
10/11/07	301	SOCIAL SERVICE AID III	118589	N	23,045.00	\$ -	1.00 N	301	Yes
10/30/07	301	CHILD/ADULT PRTCTV SVCS SPCLT	118590	N	40,874.00	\$ -	1.00 N	301	Yes
10/11/07	301	SOCIAL SERVICE AID III	118591	N	23,846.00	\$ -	1.00 N	301	Yes
11/29/07	301	HUMAN SERVICES PROFESSIONAL IV	118593	N	37,464.00	\$ -	1.00 N	301	Yes
11/30/07	301	HUMAN SERVICES PROFESSIONAL IV	118595	N	42,144.00	\$ -	1.00 N	301	No
08/13/07	301	SOCIAL SERVICE AID III	118597	N	22,026.00	\$ -	1.00 N	301	Yes
08/13/07	301	SOCIAL SERVICE AID III	118616	N	22,020.00	\$ -	1.00 N	301	Yes
10/01/07	302	SOCIAL WORKER III	23717	N	51,552.00	\$ 55,488.00	1.00 A	302	Yes
05/16/07	302	SECRETARY I	36950	N	27,888.00	\$ 28,860.00	1.00 A	302	Yes
07/10/04	302	CLERK TYPIST II	47444	N	23,736.00	\$ -	1.00 N	302	Yes
11/01/07	302	SOCIAL WORKER II	48684	N	40,716.00	\$ 43,824.00	1.00 N	302	Yes
07/11/05	302	SOCIAL WORKER II	51832	N	37,632.00	\$ 36,360.00	1.00 A	302	Yes
11/24/98	302	CLERK TYPIST II	51837	N	22,932.00	\$ 26,832.00	1.00 N	302	Yes
09/29/07	302	HEAD START PROJECT DIRECTOR	112345	Y	53,622.00	\$ 55,498.80	1.00 N	302	Yes
12/04/06	501	CHLDNR & YOUTH PRGM DEV OFFCR	43702	N	66,324.00	\$ -	1.00 A	501	Yes
11/24/07	503	YOUTH CORRECTIONS OFFICER (FP)	2425	N	35,412.00	\$ 37,752.00	1.00 A	503	Yes
04/17/07	503	YOUTH CORRECTIONS OFFICER (E)	2440	N	38,256.00	\$ 38,256.00	1.00 A	503	Yes
03/01/06	503	CORRECTIONS RECR SPCLT III	2472	N	37,632.00	\$ -	1.00 A	503	Yes
04/10/07	503	YOUTH CORRECTIONS OFFICER (FP)	7229	N	35,040.00	\$ 38,256.00	1.00 A	503	Yes
07/10/07	503	YOUTH CORRECTIONS OFFICER (FP)	11104	N	38,256.00	\$ -	1.00 A	503	Yes
09/13/06	503	YOUTH CORRECTIONS OFFICER (FP)	11643	N	38,256.00	\$ -	1.00 A	503	Yes
09/14/07	503	YOUTH CORRECTIONS SUPERVISOR	16021	N	44,880.00	\$ -	1.00 A	503	Yes
08/30/03	503	SOCIAL WORKER IV	34341	N	40,716.00	\$ -	1.00 A	503	Yes
09/01/07	503	YOUTH CORRECTIONS SUPERVISOR	34349	N	50,832.00	\$ -	1.00 A	503	Yes
02/02/06	503	LIVESTOCK HERDER	35851	N	33,792.00	\$ 33,792.00	1.00 A	503	Yes
05/02/06	503	DENTAL ASSISTANT III	35978	N	32,616.00	\$ -	0.5 A/0.5 U	503	Yes
01/31/03	503	LPN - CORRECTIONS (FP)	39715	N	32,844.00	\$ -	1.00 A	503	Yes
01/20/07	503	YOUTH CORRECTIONS OFFICER	51790	N	36,816.00	\$ 35,412.00	1.00 A	503	Yes
10/16/07	503	YOUTH CORRECTIONS OFFICER	117181	N	35,412.00	\$ 37,752.00	1.00 A	503	Yes

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All Positions Vacant As of 12/1/07

12/16/04	503	CORRECTIONS RECR SPCLT III	117215	N	37,632.00	\$ -	1.00 A	503	Yes
12/08/05	503	CORRECTIONS SUPERVISOR I	117727	N	46,764.00	\$ -	1.00 A	503	Yes
02/16/07	503	HYCF IN-HOUSE TRAINING SPCLT	117911	N	55,000.00	\$ -	1.00 A	503	Yes
08/07/07	503	HYCF IN-HOUSE TRAINING SPCLT	117912	N	55,000.00	\$ -	1.00 A	503	Yes
02/05/07	601	SECRETARY I	14124	N	28,968.00	\$ 29,976.00	1.00 A	601	Yes
09/29/07	601	SOCIAL SERVICE ASSISTANT IV	22287	N	25,764.00	\$ 26,664.00	1.00 A	601	Yes
09/29/06	601	CLERK TYPIST II	22907	N	24,792.00	\$ 24,792.00	1.00 A	601	Yes
08/21/07	601	SOCIAL SERVICE ASSISTANT IV	26589	N	25,764.00	\$ 28,884.00	1.00 A	601	Yes
05/05/07	601	SOCIAL WORKER III	26709	N	34,824.00	\$ 36,048.00	1.00 A	601	Yes
04/05/07	601	SOCIAL SERVICE ASSISTANT IV	45244	N	30,156.00	\$ 31,212.00	1.00 A	601	Yes
08/23/05	601	SOCIAL WORKER IV	100457	N	40,716.00	\$ 42,576.00	0.5 A/0.5 N	601	Yes
07/14/07	601	SOCIAL SERVICE ASSISTANT IV	100458	N	25,764.00	\$ 26,940.00	0.5 A/0.5 N	601	Yes
11/07/07	601	PROGRAM SPECIALIST (AGING) V	101591	N	57,996.00	\$ -	0.5 A/0.5 N	601	Yes
07/15/06	601	SOCIAL SERVICE ASSISTANT IV	101594	N	25,764.00	\$ 24,888.00	0.5 A/0.5 N	601	Yes
04/16/07	601	SOCIAL SERVICE ASSISTANT IV	101629	N	26,832.00	\$ 28,860.00	0.5 A/0.5 N	601	Yes
12/16/06	601	SOCIAL WORKER IV	103050	N	45,840.00	\$ 47,448.00	0.5 A/0.5 N	601	Yes
07/01/07	601	SOCIAL SERVICE ASST IV	112752	N	32,616.00	\$ 33,756.00	1.00 A	601	No
07/01/07	601	SOCIAL WORKER IV	112753	N	47,664.00	\$ 49,332.00	1.00 A	601	No
07/01/07	601	INVESTIGATOR/AUDITOR	112754	Y	37,636.00	\$ 38,953.56	1.00 A	601	No
09/01/07	802	SECRETARY I	2470	N	41,256.00	\$ 44,400.00	0.22 A/0.78 N	802	Yes
10/08/07	802	VOCATIONAL REHAB SPCLT V	6296	N	53,628.00	\$ 57,720.00	0.22 A/0.78 N	802	Yes
06/29/07	802	VOCATIONAL REHAB SPCLT III	14579	N	32,184.00	\$ 33,312.00	0.22 A/0.78 N	802	Yes
11/27/07	802	CLERK TYPIST II	15194	N	22,932.00	\$ 26,688.00	0.22 A/0.78 N	802	Yes
09/29/07	802	CLERK STENOGRAPHER II	15817	N	36,660.00	\$ -	0.22 A/0.78 N	802	No
09/01/07	802	VOCATIONAL REHAB SPCLT IV	16920	N	32,184.00	\$ 34,644.00	0.22 A/0.78 N	802	Yes
09/27/06	802	CLERK TYPIST II	19025	N	24,792.00	\$ 24,792.00	0.22 A/0.78 N	802	Yes
11/13/07	802	VOCATIONAL REHAB SPCLT V	21314	N	51,552.00	\$ -	0.22 A/0.78 N	802	Yes
10/09/06	802	VENDING FACILITIES SPCLT	23366	N	42,348.00	\$ 45,612.00	0.22 A/0.78 N	802	Yes
09/18/07	802	VOCATIONAL REHAB SPCLT III	31344	N	42,348.00	\$ 45,588.00	0.22 A/0.78 N	802	Yes
11/02/07	802	VOCATIONAL REHAB SPCLT III	31546	N	36,216.00	\$ 38,988.00	0.22 A/0.78 N	802	Yes
04/23/07	802	REHAB TEACHER FOR BLIND III	51815	N	37,632.00	\$ 40,524.00	0.22 A/0.78 N	802	Yes
12/01/07	802	VOCATIONAL REHAB SPCLT V	51838	N	51,552.00	\$ 55,488.00	0.22 A/0.78 N	802	Yes
10/01/07	802	REHAB TEACHER FOR BLIND III	112856	N	39,156.00	\$ 42,144.00	0.1 A/0.9 N	802	Yes
05/21/07	802	REHAB TEACHER FOR BLIND III	112857	N	47,664.00	\$ 51,312.00	0.1 A/0.9 N	802	Yes
03/09/07	802	SOCIAL SERVICE ASSISTANT IV	118351	N	25,764.00	\$ -	0.22 A/0.78 N	802	Yes
03/09/07	802	SOCIAL SERVICE AID I	118352	N	10,176.00	\$ -	0.11 A/0.39 N	802	Yes
11/03/07	888	ADMINISTRATIVE SERVICES ASST	45432	N	40,716.00	\$ 43,824.00	1.00 A	888	No
06/30/07	901	SOCIAL WORKER VI	12809	N	60,288.00	\$ 64,932.00	0.53 A/0.47 N	901	Yes

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03/19/07	901	SOCIAL WORKER IV	24433	N	49,572.00	\$ 51,312.00	0.48 A/0.52 N	901	Yes
07/01/05	901	SOCIAL WORKER V	25105	N	45,840.00	\$ -	0.53 A/0.47 N	901	Yes
10/14/05	901	SOCIAL WORKER IV	32858	N	40,716.00	\$ -	0.48 A/0.52 N	901	Yes
06/01/05	901	SOCIAL WORKER V	43853	N	45,840.00	\$ -	0.53 A/0.47 N	901	Yes
11/01/07	901	ACCOUNTANT III	103048	N	45,840.00	\$ -	0.5 A/0.5 N	901	No
10/05/00	902	MEDICAL CARE CONSULTANT	5404	N	58,764.00	\$ -	0.5 A/0.5 N	902	No
08/01/06	902	MED-QUEST ASSISTANT ADMR	6386	N	67,656.00	\$ 89,004.00	0.5 A/0.5 N	902	Yes
04/29/06	902	SOCIAL WORKER IV	32234	N	40,716.00	\$ -	0.5 A/0.5 N	902	Yes
07/01/07	902	ELIGIBILITY WORKER IV	35535	N	28,968.00	\$ 24,684.00	0.53 A/0.47 N	902	Yes
01/01/06	902	HLTH CARE FINCG TPL PRGM SP	37164	N	45,840.00	\$ -	0.5 A/0.5 N	902	Yes
05/16/07	902	MED-QUEST ADMINISTRATOR	37406	N	95,064.00	\$ 98,388.00	0.5 A/0.5 N	902	Yes
11/19/05	902	HEALTH CARE FINCG (TPL) ASST	40578	N	30,156.00	\$ 39,672.00	0.5 A/0.5 N	902	Yes
12/01/07	902	HEALTH CARE FINCG (TPL) ASST	40579	N	30,156.00	\$ 33,720.00	0.5 A/0.5 N	902	No
07/23/05	902	CLERK TYPIST II	41093	N	11,466.00	\$ 23,952.00	1.00 N	902	Yes
10/26/07	902	ELIGIBILITY WORKER III	41129	N	26,832.00	\$ 31,212.00	0.5 A/0.5 N	902	Yes
11/16/07	902	CLERK TYPIST II	43367	N	22,932.00	\$ 25,668.00	0.5 A/0.5 N	902	Yes
10/26/07	902	SECRETARY I	43813	N	26,832.00	\$ 31,176.00	0.5 A/0.5 N	902	Yes
06/25/07	902	ELIGIBILITY WORKER III	43845	N	28,968.00	\$ 27,768.00	0.5 A/0.5 N	902	Yes
07/11/07	902	ELIGIBILITY WORKER I	47486	N	30,156.00	\$ 32,460.00	0.5 A/0.5 N	902	Yes
11/30/07	902	ELIGIBILITY WORKER III	47493	N	42,924.00	\$ -	0.5 A/0.5 N	902	Yes
09/15/07	902	ELIGIBILITY WORKER V	47497	N	41,256.00	\$ 44,400.00	0.5 A/0.5 N	902	Yes
10/22/07	902	ELIGIBILITY WORKER III	48646	N	35,256.00	\$ -	0.5 A/0.5 N	902	Yes
11/05/07	902	ELIGIBILITY WORKER III	48651	N	35,256.00	\$ 37,956.00	0.5 A/0.5 N	902	Yes
10/22/07	902	ELIGIBILITY WORKER I	48725	N	35,256.00	\$ 37,956.00	0.5 A/0.5 N	902	Yes
06/01/07	902	CONTRACTS SPECIALIST (MEDQUEST	49218	N	53,628.00	\$ 55,500.00	0.5 A/0.5 N	902	Yes
11/01/06	902	CLERK TYPIST II	51827	N	31,332.00	\$ 32,424.00	0.5 A/0.5 N	902	Yes
03/31/07	902	REG PROFESSIONAL NURSE V	51829	N	82,356.00	\$ -	0.25 A/0.75 N	902	Yes
08/16/07	902	SECRETARY I	51835	N	28,968.00	\$ 31,176.00	0.5 A/0.5 N	902	Yes
04/02/07	902	SECRETARY I	51852	N	30,156.00	\$ 31,248.00	0.5 A/0.5 N	902	Yes
03/31/07	902	CLERK TYPIST II	51857	N	22,932.00	\$ 23,736.00	0.5 A/0.5 N	902	Yes
03/07/06	902	CLERK TYPIST II	51858	N	22,932.00	\$ 23,736.00	0.5 A/0.5 N	902	Yes
04/11/06	902	CLERK TYPIST II	51859	N	22,932.00	\$ 22,932.00	0.5 A/0.5 N	902	Yes
11/04/05	902	CLERK TYPIST II	51860	N	22,932.00	\$ 20,088.00	0.5 A/0.5 N	902	Yes
07/01/07	902	CLERK TYPIST II	51861	N	22,932.00	\$ 23,736.00	0.5 A/0.5 N	902	Yes
08/25/07	902	HLTH CARE BUSINESS ANALYST	108915	Y	58,006.00	\$ 60,036.60	0.5 A/0.5 N	902	Yes
03/20/07	902	MANAGED CARE NURSE SUPERVISOR	108926	Y	104,000.00	\$ 106,080.00	0.25 A/0.75 N	902	No
05/17/07	902	SUPVG CONTRACT SPCLT(MEDQUEST)	110037	N	65,256.00	\$ 67,536.00	0.5 A/0.5 N	902	Yes
07/12/06	902	MEMBRSHS SVCS SUPVR	110979	Y	35,262.00	\$ 35,262.12	0.5 A/0.5 N	902	Yes

Attachment 8
All Positions Vacant As of 12/1/07

10/29/07	902	NETWORK SPECIALIST	111003	Y	42,358.00	\$	43,839.60	0.5 A/0.5 N	902	Yes
03/03/07	902	NETWORK SPECIALIST	111004	Y	42,348.00	\$	45,612.00	0.5 A/0.5 N	902	No
10/16/07	902	PROGRAM SPECIALIST V	111090	N	45,840.00	\$	60,024.00	0.5 A/0.5 N	902	Yes
07/01/07	902	INFORMATION TECHNOL SPCLT IV	111151	N	40,716.00	\$	39,336.00	0.25 A/0.75 N	902	Yes
05/26/06	902	CLMS/DATA INTEGRITY SEC SUPVR	117105	N	49,572.00	\$	-	0.5 A/0.5 N	902	No
05/16/07	902	ELIGIBILITY WORKER V	118417	N	36,660.00	\$	-	0.5 A/0.5 N	902	Yes
05/16/07	902	ENCOUNTER DATA VALIDATN SPCLT	118421	N	45,840.00	\$	-	0.5 A/0.5 N	902	Yes
05/16/07	902	DATA PROCESSING CONTROL CLERK	118422	N	22,932.00	\$	-	0.5 A/0.5 N	902	Yes
05/16/07	902	ELIGIBILITY WORKER II	118423	N	29,976.00	\$	-	0.5 A/0.5 N	902	Yes
05/16/07	902	ELIGIBILITY WORKER III	118424	N	31,332.00	\$	-	0.5 A/0.5 N	902	Yes
05/16/07	902	CLERK IV	118425	N	22,932.00	\$	-	0.5 A/0.5 N	902	Yes
02/01/04	903	SOCIAL SERVICES MANAGER II	1722	N	65,364.00	\$	-	0.53 A/0.47 N	903	Yes
03/31/07	903	PUBLIC WELFARE ADMR	6179	N	99,648.00	\$	-	0.53 A/0.47 N	903	Yes
11/01/07	903	ELIGIBILITY PROGRAM SPCLT IV	17596	N	57,996.00	\$	-	0.53 A/0.47 N	903	No
09/28/07	903	SELF-SUFF/SUPP SVCS SPC IV	23706	N	49,572.00	\$	51,312.00	0.5 A/0.5 N	903	Yes
07/01/07	903	ELIGIBILITY PROGRAM SPCLT IV	24722	N	45,840.00	\$	47,448.00	0.53 A/0.47 N	903	Yes
12/01/06	903	ELIGIBILITY PROGRAM SPCLT IV	27126	N	53,628.00	\$	-	0.53 A/0.47 N	903	Yes
10/08/07	903	CLERK TYPIST II	31172	N	22,932.00	\$	26,688.00	0.53 A/0.47 N	903	Yes
02/01/06	903	CLERK TYPIST II	32160	N	22,932.00	\$	22,932.00	1.00 N	903	Yes
09/01/07	903	INVESTIGATOR IV	32803	N	55,764.00	\$	-	0.53 A/0.47 N	903	Yes
09/29/07	903	ELIGIBILITY PROGRAM SPCLT V	42441	N	62,736.00	\$	-	0.53 A/0.47 N	903	No
07/01/07	903	SECRETARY I	42989	N	32,616.00	\$	35,100.00	1.00 A	903	Yes
10/01/07	903	SECRETARY II	43001	N	30,156.00	\$	33,720.00	0.5 A/0.5 N	903	Yes
07/01/03	903	SELF-SUFF/SUPP SVCS SPCLT III	45523	N	37,632.00	\$	-	0.5 A/0.5 N	903	Yes
12/01/06	903	PUBLIC WELFARE ASST ADMR	46869	N	87,768.00	\$	-	0.5 A/0.5 N	903	Yes
08/23/07	904	COMPUTER PROGRAMMER IV	15305	N	55,764.00	\$	-	1.00 A	904	Yes
10/16/07	904	CASHIER CLERK	16863	N	23,844.00	\$	21,096.00	1.00 A	904	Yes
05/02/06	904	ACCOUNT CLERK II	24437	N	22,932.00	\$	25,764.00	1.00 A	904	No
11/01/07	904	PERSONNEL MGMT SPECIALIST V	26069	N	40,716.00	\$	40,512.00	1.00 A	904	Yes
11/10/05	904	CLERK III	30221	N	22,932.00	\$	23,700.00	1.00 A	904	Yes
05/02/07	904	PERSONNEL TECHNICIAN VI	33361	N	27,888.00	\$	29,976.00	1.00 A	904	Yes
04/16/07	904	ACCOUNT CLERK II	34019	N	25,764.00	\$	26,664.00	1.00 A	904	No
05/01/07	904	CLERK TYPIST II	35316	N	25,764.00	\$	26,664.00	0.67 A/0.33 N	904	Yes
04/16/07	904	AUDITOR IV	42082	N	55,764.00	\$	60,024.00	1.00 A	904	Yes
09/05/06	904	CLERK TYPIST II	42190	N	26,832.00	\$	26,832.00	1.00 A	904	Yes
11/01/06	904	PURCHASING TECHNICIAN II	47438	N	35,256.00	\$	-	1.00 A	904	No
05/03/07	904	COMPUTER PROGRAMMER V	51810	N	47,664.00	\$	49,332.00	1.00 A	904	Yes
09/01/07	904	ADMINISTRATIVE ASSISTANT	117268	Y	62,000.00	\$	66,744.00	1.00 A	904	Yes

Attachment 8
All Positions Vacant As of 12/1/07

11/08/07	904	PERSONNEL MGMT SPECIALIST V	118767	N	47,448.00	\$	-	1.00 A	904	Yes
10/03/07	904	PUBLIC INFORMATION OFFICER	118768	N	60,000.00	\$	-	1.00 A	904	Yes

Attachment 9
Listing of Expenditures Exceeding Federal Fund Ceiling for FY07 and FY08

Program ID	Account	FY07 Ceiling	FY07 Expenditures	FY08 Ceiling	FY08 Expenditures	Reason for Exceeding Ceiling	Recurring (Y/N)
HMS 206	S-206	2,035,806	2,170,582			A federal ceiling increase of \$530,881 was approved 9/29/06. The additional funds reflected an increase in the federal LIHEAP award, and were used for Low Income Home Energy Assistance Payments.	N
HMS 230	S-229	342,120,386	374,620,386			Additional \$32,5000,000 available due to State plan change federalizing uncompensated care for Private Hospitals, and increased federal maximization for DOH. Funds used for payments to Fee-for-Services providers.	N
HMS 238	S-238	5,218,275	5,246,246			Federal grant funds in the amount of \$213,014 were carried over from SFY06 to SFY07, and a federal ceiling increase of \$592,000 was approved. The ceiling increase was due to an increase in the federal allotment. The funds were used for program operations.	N
HMS 238	S-238			5,400,884		Federal grant funds in the amount of \$716,197 were carried over from SFY07 to SFY08. The funds will be used for program operations. The current federal allocation for HMS 238 is \$6,206,192.	N
HMS 802	S-282	12,379,474	12,620,442			A federal ceiling increase of \$1,105,460 was approved. The additional funds were available due to an increase in the federal allotment. The funds were used for program operations.	N
HMS 802	S-282			12,949,367		Federal grant funds in the amount of \$199,833 were carried over from SFY07 to SFY08. The funds will be used for program operations. The current federal allocation for HMS 802 is \$13,365,992.	N
HMS 903	S-227	55,018,767	60,447,303			Additional TANF funds were allocated to support services contracts. A federal ceiling increase of \$2,750,742 was approved; the additional funds were determined to be unallocated from the annual TANF grant.	N
HMS 904	S-291	1,465,198	1,882,390			A federal ceiling increase of \$550,000 was approved 6/29/07. The funds were needed to cover a payroll shortfall, due to a low vacancy rate, increase federal fringe benefit rates and the addition of several exempt positions in the Director's Office.	Y

Attachment 10
Listing of Transfers for FY07 and FY08

<u>Program ID</u>	<u>MOF</u>	<u>FY07 Ceiling</u>	<u>FY07 Amount Transferred</u>	<u>FY08 Ceiling</u>	<u>FY08 Amount Transferred</u>	<u>Reason for Transfer</u>	<u>Recurring (Y/N)</u>
HMS 303	A	44,816,013	(6,650,000)			\$6,000,000 was transferred to HMS 301 on 2/15/07 to expand Child Welfare POS contracts. \$650,000 was transferred to HMS 601 on 6/29/07 to provide for Chore services payments. HMS 303 expenditures were less than projected.	N
HMS 303	N	20,095,666	(3,200,000)			\$2,000,000 was transferred to HMS 301 on 2/15/07 to expand Child Welfare POS contracts. \$200,000 was transferred to HMS 601 on 6/29/07 to provide for Chore services payments. \$1,000,000 more was transferred to HMS 301 on 6/29/07 for POS contracts. HMS 303 expenditures were less than projected.	N
HMS 230	A	249,412,982	(2,400,000)			The transfer to HMS 603, approved 4/24/07, provided for Medicaid Waiver provider payments. The Social Services Division has an agreement to bill the MedQuest Division to reimburse these expenses.	N
HMS 222	A	1,236,941	(312,000)			\$312,000 was transferred to HMS 224 on 6/28/07 to provide additional funds for the services to the homeless. HMS 222, the Rental Assistance Services, has restrictive eligibility requirements, resulting in a surplus that could not be expended by the program.	N
HMS 202	A	5,352,539	(360,000)			\$10,000 was transferred to HMS 888, the Commission on the Status of Women, on 6/29/07, to pay essential operating costs for HMS 888. A second transfer of \$350,000 to HMS 904, also dated 6/29/07, enabled the DHS General Administration program to cover payroll expenses.	Y
HMS 305	N	34,250,754	(2,471,904)			The transfer to HMS 903 was approved on 6/28/07 to partially fund IT and client support contracts. HMS 305 caseloads and expenditures were less than projected.	N
HMS 203	A	31,164,660	(1,122,427)			The transfer to HMS 605 was approved on 6/29/07 to fund SSI Supplement payments to clients in ARCH or RACC care homes. HMS 203 caseloads and expenditures were less than projected.	N

Attachment 11
Department Listing of Deployed Positions

Position #	Position Title/Description	Program ID Originally Assigned to	Program ID Transferred to	Narrative Discussion on Why Position was Moved	Specific Reasons Deployment Will Result in More Efficient Functioning of Department	Impact to Program Originally Assigned to	Date Deployment Began	Expected End Date of Deployment
3518	Public Welfare Administrator	HMS 301	HMS 301	Incumbent assigned to SCR 13 Healthy Start Task Force project.	SCR 13 (2003) establishes a statewide interagency task force to develop a plan for coordination and expansion of services through Healthy Start programs, which relate directly to health, safety and well being of children and necessitates close coordination between DOH and DHS/CWS.	Temporarily assigning an acting Division Administrator.	3/15/04	on-going
47411	Personnel Management Spclt II	HMS 501	HMS 904	Position established in the Personnel Office, Recruitment and Examination Staff to perform personnel management staff work for the OYS. Under HRS 352-5.5., the Hawaii Youth Correctional Facility is required to complete comprehensive background investigations on all new hires and an annual check on all staff members. This position performs the comprehensive backgrounds as well as assists the OYS with all recruitment and staff needs.	Incumbent performs personnel management duties under the direct supervision of a Personnel Management Specialist V supervisor in a Personnel Office. This is not available in the OYS Administration.	Incumbent places priority on and performs all OYS recruitment related activities while physically located in and under the technical supervision of the Departmental Personnel Office	11/4/04	on-going

**SENATE COMMITTEE ON WAYS AND MEANS
BUDGET REQUESTS FOR SUPPLEMENTAL BUDGET 2009
JANUARY 17, 2008**

**LILLIAN B. KOLLER, DIRECTOR
DEPARTMENT OF HUMAN SERVICES**

**MED-QUEST DIVISION (MQD)
HEALTH CARE PAYMENTS**

Program Structure Number: 06 02 03 05

Program I.D. and Title: HMS 401 – Health Care Payments

Page References in the Executive Budget Supplemental:

Volume II; Pages 502-503

1. Introduction:

Due to a reduction in the availability of Federal funds to cover the children of families with income at or above 250% of the Federal poverty level (FPL), the Department is requesting in the FY09 Supplemental Budget additional general funds in the amount of \$585,000 and a compensurate reduction in Federal funds to continue health insurance coverage for these children in the State Children Health Insurance Program (SCHIP), otherwise these children would have to be disenrolled from the Medicaid SCHIP effective October 1, 2008.

a. Summary of program objectives.

To enable those in need to maintain and improve their health and well-being, by providing payment, under Fee-For-Service and QUEST managed care services, for medically necessary medical, dental and other professional health services, hospital services, nursing home services, drug, prosthetic appliances, home health and other institutional health care, drugs, prosthetics, appliances and other related health services, including transportation and burial services.

b. Description of program objectives.

The program objective is to demonstrate that quality health care can be provided under both Fee-For-Service and QUEST managed care settings,

including home and community-based care settings, while also reducing the growth of expenditures. The QUEST program was designed to expand coverage to populations that were previously under-insured or uninsured and provide greater access to provider networks. While the Aged, Blind and Disabled recipients are under a Fee-For-Service model, the Division will continue quality assurance and utilization reviews, institutional pre-admissions and medical authorization reviews, and monitor over utilization patterns of Medicaid clients.

- c. Explanation of how program intends to meet its objectives in the upcoming supplemental year.

The Department is currently in the process of securing an approval from the Centers for Medicare and Medicaid Services (CMS) for a Medicaid 1115 waiver for the Aged, Blind and Disabled (ABD) population to move their care into a managed care environment. With this approval, DHS intends to improve health outcomes by managing the care of the ABD population by improving their access to providers and promoting integrated services through contracts with managed care organizations, and simultaneously to slow the growth rate of this populations' health care costs.

2. Program Performance Results:

- a. Discuss the performance results achieved by each program in FY 07.

The Department was successful in securing an extension of the current Medicaid 1115 waiver through June 30, 2008. This enables the Department to continue its effort to reduce the State's uninsured population by conducting community outreach to ensure that all qualifying adults and children receive health care coverage under the QUEST program.

The Department has been successful during this fiscal year in securing enhanced funding for our Title XXI State Children Health Insurance Program (SCHIP), which provides a higher Federal match than Title XIX,

for children above 200% and up to 300% of the Federal poverty level (FPL).

The Department has implemented a new adult dental program that provides adults with defined preventive dental benefits such as annual exams, annual cleanings, x-rays, fillings, and dentures.

The Department has also implemented the new QUEST Adult Coverage Expansion (ACE) program that covers uninsured individuals currently earning income at or below 100% of the FPL. With the approval of the pending 1115 Waiver for the ABD population, coverage will expand to individuals who have income at or below 200% of the FPL.

- .b. Explain how these results relate to the program's objectives and department's mission.

These results are consistent with the Department's mission to provide cost-effective medical, behavioral and other related health services through managed competition between QUEST health plans. The program objectives were met through the increased enrollment of eligible individuals, lowered per capita costs, stability of health plans and the growth in the present 160,000 member purchasing pool.

- c. Explain how the effectiveness of the program is measured (i.e.: outcomes, measures of effectiveness, benchmarks, etc.) and discuss the performance results achieved during the past two years.

See section 2A.

- d. Discuss actions taken by each program to improve its performance results.

The on-going challenges in the QUEST program are the increasing costs of health care services and the increasing number of strictly State-funded populations enrolled in the QUEST program such as the Compact of Free Association (CFA) recipients.

The Department is committed to providing improved quality of services to the Medicaid population. The Department must continue to closely

monitor the services provided by the QUEST health plans and the rates paid to the QUEST health plans to ensure that the plans are providing the services to clients as needed and to ensure that the rates are adequate and appropriate for the services being provided.

As health care costs continue to rise, the QUEST program continues to contain costs and provide quality health care services to an increasing number of individuals. To ensure the continued ability to meet these goals and improve health outcomes, the Department is continuously reviewing the QUEST health plans' performance as well as the actuarial soundness of the rates paid.

The Department has contracted with an External Quality Review Organization (EQRO) to annually review the performance and quality strategies of the QUEST health plans. The Department has also contracted with an Encounter Data Validation vendor to review the patient encounter data submitted by the QUEST health plans to ensure that the data submitted is accurate, timely and complete. These contracts, in addition to the Departmental staff's new quality assurance monitoring system, will help ensure that all Medicaid recipients enrolled in QUEST health plans are receiving quality, appropriate, and timely health care services.

The Department continues to promote marketplace competition by attracting additional health plans to participate in the program by evaluating current requirements in an attempt to streamline and/or reduce participation barriers.

- e. Please identify all modifications to your program's performance measures and discuss the rationale for these modifications.

None.

3. Problems and Issues:

- a. Discussion of problems and issues encountered, if any.

None.

- b. Program change recommendations to remedy problems.

None.

- c. Identify any program issues or problems that have affected or will affect the implementation of the program, and the corrective measures or remedies established or planned.

None

IV. Expenditures for Fiscal Year 2007-2008:

	Appropriation FY 08	Collective Bargaining	Transfers In/Out	Restrictions	Available Resources	Estimated Expenditures
(Pos. Count)	0.00				0.00	0.00
Personnel Services	0				0	0
Other Current Expenses	1,196,393,503				1,196,393,503	1,196,393,503
Equipment	0				0	0
Motor Vehicles	0				0	0
Total Requirements	1,196,393,503	0			1,196,393,503	1,196,393,503
(Pos. Count) General Fund	0.00 479,133,108	0			0.00 479,133,108	0.00 479,133,108
(Pos. Count) Special Fund	0.00 0				0.00 0	0.00 0
(Pos. Count) Federal Fund	0.00 672,850,832	0			0.00 672,850,832	0.00 672,850,832
(Pos. Count) Inter-Dept Transfers	0.00 44,409,563				0.00 44,409,563	0.00 44,409,563

- a. Explain all transfers within the Program I.D. and the impact on the program.

None

- b. Explain all transfers between Program I.D.s and the impact on the program.

None

- c. Explain any restrictions and the impact on the program.

None

5. Supplemental Budget Requests for Fiscal Year 2008-2009:

	Act 213/SLH 2007 FY 09 Appropriation	Budget Request FY 09	Executive Supplemental Budget FY 09
(Pos. Count)	0.00	0.00	0.00
Personnel Services	0	0	0
Other Current Expenses	1,236,504,803	0	1,236,504,803
Equipment	0	0	0
Motor Vehicles	0	0	0
Total Requirements	1,236,504,803	0	1,236,504,803
(Pos. Count)	0.00	0.00	0.00
General Funds	497,604,087	585,000	498,189,087
(Pos. Count)	0.00	00.0	0.00
Special Funds	0	0	0
(Pos. Count)	0.00	0.00	0.00
Federal Funds	694,491,153	(585,000)	693,906,153
(Pos. Count)	0.00	0.00	0.00
Inter-Dept Transfers	44,409,563	0	44,409,563

- a. Workload or program request:

- i. Funds for State Children's Health Insurance Program (SCHIP):

Additional general funds are required to continue this program that provides health coverage for children in families that do not qualify

for Medicaid. A clarification letter in August 2007 from Dennis Smith of the Center for Medicare and Medicaid Services (CMS), and the President's veto of the SCHIP program's reauthorization, resulted in the loss of the larger Federal match that was previously available. State funds are needed to continue this program due to this change.

<u>FY 09</u>		
<u>Cost Element</u>	<u>Amount</u>	<u>MOF</u>
Other Current Expenses	585,000	A
Other Current Expenses	(585,000)	N

- b. For all position count reductions, please specify whether the positions were filled or vacant.

None

6. Program Restrictions

None

7. Capital Improvement Program (CIP) Requests for Supplemental Year 2008-2009:

None

8. Proposed Lapses of CIP Projects:

None

**SENATE COMMITTEE ON WAYS AND MEANS
BUDGET REQUESTS FOR SUPPLEMENTAL BUDGET 2009
JANUARY 17, 2008**

**LILLIAN B. KOLLER, DIRECTOR
DEPARTMENT OF HUMAN SERVICES**

**MED-QUEST DIVISION (MQD)
MED-QUEST DIVISION ADMINISTRATION AND ELIGIBILITY DETERMINATION**

Program Structure Number: 06 04 04

Program I.D. and Title: HMS 902 – General Support for Health Care
Payments

Page References in the Executive Budget Supplemental:

Volume II; Pages 508-509

1. Introduction:

The MQD requests an increase in the Federal fund ceiling to cover increased fringe benefit amounts and the conversion of some of its temporary exempt positions to permanent civil service positions. No additional operating funds are being requested as the program continues to seek ways to streamline its activities.

a. Summary of program objectives.

To enhance Medicaid program effectiveness and efficiency by formulating policies, administering operations and personnel, and providing other administrative services.

b. Description of program objectives.

The major activities of this program are to perform overall program planning, implementation, maintenance, review and modification for Medicaid health insurance programs and services. Staff provide long- and short-range planning, develop new services in response to Federal and State initiatives/requirements, review and research Federal and State policy issues, initiate policy changes, promulgate rules and regulations, conduct public hearings, develop provider participation, conduct

preliminary investigation of fraud and abuse, conduct quality control reviews, recover overpaid funds, provide in-service training, explore new alternatives in the provisions of health care services, provide public education and coordinate activities with program staff within the Department.

- c. Explanation of how program intends to meet its objectives in the upcoming supplemental year.

The program intends to maintain its operations within our appropriated funding by becoming more efficient. Priority will be placed on filling vacant positions and re-organizing the Division to provide for consolidated program services. Past operational enhancements, such as developing an automated recipient eligibility verification system, utilizing Internet and point-of-sale systems, the creation of a Customer Services Branch, and the streamlining and simplification of the application and eligibility determination and recertification processes, have increased efficiency and productivity. The program has also reduced the paperwork requirements for recipients by simplifying the application and renewal forms. Self-declaration by applicants and a passive renewal process for recipients have simplified the requirements for low income residents as well as streamlined program operations.

2. Program Performance Results:

- a. Discuss the performance results achieved by each program in FY 07.
The Medicaid health insurance programs respond to State and Federal initiatives to provide adequate access to quality health care for the low-income population in an efficient and cost-effective manner. To accomplish these goals, the program administers the QUEST statewide Section 1115 Medicaid Waiver Demonstration program, which provides the Temporary Assistance for Needy Families (TANF), General Assistance (GA), and other qualified low-income populations with health care benefits.

The QUEST program, in addition to the Fee-For-Service Medicaid program, provides services to approximately 201,000 State of Hawaii residents. Currently, the Department contracts with four QUEST health plans and approximately 5,300 Medicaid Fee-For-Service providers to provide medical, behavioral health, and dental services to its recipients. In addition, the Department has four Memoranda of Agreements with the Department of Health (DOH) to provide behavioral health and early intervention services to Medicaid recipients, allowing the State to draw-down Federal matching funds for DOH programs that were previously fully State funded.

- b. Explain how these results relate to the program's objectives and department's mission.

The Department privatized the administration of health care for the QUEST eligible population by purchasing private medical and behavioral health services for this group. This private and public sector partnership has enabled the Department to provide more adults and children with comprehensive health care services and maximize Federal funding to assist in the coverage of the TANF, GA, and other eligible populations.

- c. Explain how the effectiveness of the program is measured (i.e.: outcomes, measures of effectiveness, benchmarks, etc.) and discuss the performance results achieved during the past two years.

The QUEST program has been successful in increasing access to care, improving the quality of care, and controlling health care costs. The Centers for Medicare and Medicaid Services (CMS) has approved the QUEST managed care waiver through June 30, 2008. An application to move the present Medicaid Fee-For-Service, Aged, Blind and Disabled (ABD) population into managed care has been submitted to CMS, with approval anticipated shortly.

The QUEST program has provided health care benefits to approximately three out of every ten State of Hawaii children under the age of 21 during some point in the past fiscal year. The quality of the QUEST health care

program services has also been favorable, as supported by the HEDIS performance measures.

- d. Discuss actions taken by each program to improve its performance results.

The Department was successful in securing an extension of the current Medicaid 1115 waiver through June 30, 2008. This enables the Department to continue its effort to reduce the State's uninsured population by conducting community outreach to ensure that all qualifying adults and children receive health care coverage under the QUEST program.

The Department was successful in securing enhanced funding for Title XXI State Children Health Insurance Program (SCHIP), which provides a higher Federal match than Title XIX, for children above 200% and up to 300% of the Federal poverty level (FPL).

The Department is also implementing a new adult dental program that provides adults preventive and restorative dental benefits such as annual exams, annual cleanings, x-rays, fillings, and dentures.

The Department has also implemented the new QUEST Adult Coverage Expansion (ACE) program that covers uninsured individuals currently earning income at or below 100% of the FPL. With the approval of the pending 1115 Waiver for the ABD population, coverage will expand to individuals who have income at or below 200% of the FPL.

- e. Please identify all modifications to your program's performance measures and discuss the rationale for these modifications.

None.

3. Problems and Issues:

- a. Discussion of problems and issues encountered, if any.

With the implementation of the Medicaid Fee-For-Service (FFS) claims processing component of the Hawaii Pre-paid Medicaid Management

Information System in November 2002, the Department now has an integrated system that also houses the managed care component employed in the administration of its QUEST managed care program. Early operational problems associated with the new claims processing system have largely been resolved through the past year and the Department has moved from the initial implementation to the maintenance phase of operations.

The Med-QUEST Division (MQD) has worked towards compliance with the administrative simplification requirements of the Federal Health Insurance Portability and Accountability Act (HIPAA) of 1996. MQD has successfully met the compliance deadlines for the HIPAA privacy and security provisions. The MQD is now working to implement the National Provider Identifier (NPI) title of HIPAA with a compliance date of May 2007.

The Medicaid Fee-For-Services (FFS) and QUEST recipient enrollment has grown significantly from approximately 160,000 to approximately 190,000 within the past three fiscal years. Despite this increase in health insurance recipients, the Hawaii Uninsured Project still reports a significant number of Hawaii residents who are without health insurance coverage. The Department will continue outreach efforts and advocacy to assist qualified individuals to seek coverage through Medicaid FFS and QUEST.

Compliance with the Federal Deficit Reduction Act (DRA), which has imposed additional citizenship eligibility verification requirements for recipients and applicants, has diverted Departmental staff and resources to accommodate the community education and outreach efforts in implementing this ongoing requirement. The Department has initiated cooperation with other agencies and departments which has simplified this process for many of the State's residents.

- b. Program change recommendations to remedy problems.

The Med-QUEST Division will address the HIPAA compliance issues and the increased workload related to eligibility determination by streamlining operations and maximizing the efficiency of its existing staff. Whenever possible, the policies and procedures will be streamlined and liberalized while maintaining compliance with Federal Medicaid policies.

- c. Identify any program issues or problems that have affected or will affect the implementation of the program, and the corrective measures or remedies established or planned.

None

IV. Expenditures for Fiscal Year 2007-2008:

	Appropriation FY 08	Collective Bargaining	Transfers In/Out	Restrictions	Available Resources	Estimated Expenditures
(Pos. Count)	206.00				206.00	206.00
Personnel Services	12,831,640	420,052			13,251,692	13,251,692
Other Current Expenses	14,965,154				14,965,154	14,965,154
Equipment	151,652				151,652	151,652
Motor Vehicles	0				0	0
Total Requirements	27,948,446	420,052	0	0	28,368,498	28,368,498
(Pos. Count) General Fund	100.74 10,143,198	135,337			100.74 10,278,535	100.74 10,278,535
(Pos. Count) Special Fund	0.00 0				0.00 0	0.00 0
(Pos. Count) Federal Fund	105.26 17,805,248	284,715			105.26 18,089,963	105.26 18,089,963
(Pos. Count) Other Fund	0.00 0				0.00 0	0.00 0

- a. Explain all transfers within the Program I.D. and the impact on the program.

None

- b. Explain all transfers between Program I.D.s and the impact on the program.

None

- c. Explain any restrictions and the impact on the program.

None

5. Supplemental Budget Requests for Fiscal Year 2008-2009:

	Act 213/SLH 2007 FY 09 Appropriation	Budget Request FY 09	Executive Supplemental Budget FY 09
(Pos. Count)	206.00	72.00	278.00
Personnel Services	12,878,376	1,489,311	14,367,687
Other Current Expenses	14,965,154		14,965,154
Equipment	151,652		151,652
Motor Vehicles	0		0
Total Requirements	27,995,182	1,489,311	29,484,493
(Pos. Count)	100.74	35.25	135.99
General Funds	10,155,716	0	10,155,716
(Pos. Count)	0.00	0.00	0.00
Special Funds	0	0	0
(Pos. Count)	105.26	36.75	142.01
Federal Funds	17,839,466	1,489,311	19,328,777
(Pos. Count)	0.00	0.00	0.00
Other Funds	0	0	0

a. Workload or program request:

1. Increase Federal Fringe Benefit Amount:

Federal fringe benefit rates have increased substantially in recent years. This request will increase MQD's Federal fund ceiling to enable it to meet its Federal fund Personal Services requirements in FY 09.

<u>FY 09</u>		
<u>Cost Element</u>	<u>Amount</u>	<u>MOF</u>
Personal Services, (Table BJ-1A, Line 601)	1,489,311	N

2. Convert Temporary Positions to Permanent:

The Department of Human Resources Development (DHRD) instructed MQD to begin to convert its temporary exempt positions to regular civil service positions. MQD is seeking to convert at most seventy two (72.00) positions from temporary to permanent but discussions with DHRD are ongoing and will likely result in fewer conversions which we will identify for the Legislature as soon as possible. MQD depends upon the 72.00 temporary and exempt staffers to provide the various program services and support program specialists, branch and staff office administrators, research officers, HIPAA managers, business analysts, contract specialist, fiscal and accounting support, network specialists and membership representatives, etc., to sustain Hawaii's crucial \$1.2 billion Medicaid programs, serving approximately 200,000 Hawaii Medicaid recipients.

ii. A listing/description of the positions requested, and funding requirements by cost category and source of funding.

See attachment listing 72.00 positions for conversion. DHS will identify the final revised list of MQD positions for conversion as soon as possible.

- b. For all position count reductions, please specify whether the positions were filled or vacant.

None

6. Program Restrictions

None

7. Capital Improvement Program (CIP) Requests for Supplemental Year 2008-2009:

None

8. Proposed Lapses of CIP Projects:

None

prog_id	position_no	table_id	mof	position_title	FY09_fte	FY09_amt
HMS902IA	51852	T1	A	SECRETARY I	0.50	15,078
HMS902IA	51852	T1	N	SECRETARY I	0.50	15,078
HMS902IA	51854	T1	A	CLERK TYPIST II	0.50	12,882
HMS902IA	51854	T1	N	CLERK TYPIST II	0.50	12,882
HMS902IA	51857	T1	A	CLERK TYPIST II	0.50	11,466
HMS902IA	51857	T1	N	CLERK TYPIST II	0.50	11,466
HMS902IA	51858	T1	A	CLERK TYPIST II	0.50	11,466
HMS902IA	51858	T1	N	CLERK TYPIST II	0.50	11,466
HMS902IA	51859	T1	A	CLERK TYPIST II	0.50	11,466
HMS902IA	51859	T1	N	CLERK TYPIST II	0.50	11,466
HMS902IA	51860	T1	A	CLERK TYPIST II	0.50	11,466
HMS902IA	51860	T1	N	CLERK TYPIST II	0.50	11,466
HMS902IA	51861	T1	A	CLERK TYPIST II	0.50	11,466
HMS902IA	51861	T1	N	CLERK TYPIST II	0.50	11,466
HMS902IA	51862	T1	A	CLERK TYPIST II	0.50	11,466
HMS902IA	51862	T1	N	CLERK TYPIST II	0.50	11,466
HMS902IA	100496	T1	A	MED ASSIST PRGRM SPCLT	0.50	27,882
HMS902IA	100496	T1	N	MED ASSIST PRGRM SPCLT	0.50	27,882
HMS902IA	100519	T1	A	MED ASSIST PRGRM SPCLT	0.50	26,017
HMS902IA	100519	T1	N	MED ASSIST PRGRM SPCLT	0.50	26,017
HMS902IA	101589	T1	A	HLTH COVERAGE PRGRM SPCLT	0.50	33,930
HMS902IA	101589	T1	N	HLTH COVERAGE PRGRM SPCLT	0.50	33,930
HMS902IA	103026	T1	A	HLTH COVERAGE MNGMNT BR ADMNST	0.50	65,000
HMS902IA	103026	T1	N	HLTH COVERAGE MNGMNT BR ADMNST	0.50	65,000
HMS902IA	103031	T1	A	RESEARCH OFFICER	0.50	37,500
HMS902IA	103031	T1	N	RESEARCH OFFICER	0.50	37,500
HMS902IA	108900	T1	A	HIPAA PROJECT MANAGER	0.50	31,368
HMS902IA	108900	T1	N	HIPAA PROJECT MANAGER	0.50	31,368
HMS902IA	108908	T1	A	HLTH PLAN DATA SPCLT	0.50	24,648
HMS902IA	108908	T1	N	HLTH PLAN DATA SPCLT	0.50	24,648
HMS902IA	108909	T1	A	HEALTH CARE BUSINESS ANALYST	0.50	30,144
HMS902IA	108909	T1	N	HEALTH CARE BUSINESS ANALYST	0.50	30,144
HMS902IA	108910	T1	A	HEALTH CARE BUSINESS ANALYST	0.50	29,001
HMS902IA	108910	T1	N	HEALTH CARE BUSINESS ANALYST	0.50	29,001
HMS902IA	108913	T1	A	FINANCE OFFICER	0.50	27,882
HMS902IA	108913	T1	N	FINANCE OFFICER	0.50	27,882
HMS902IA	108914	T1	A	HLTH CARE BUSINESS ANALYST	0.50	22,920
HMS902IA	108914	T1	N	HLTH CARE BUSINESS ANALYST	0.50	22,920
HMS902IA	108915	T1	A	HLTH CARE BUSINESS ANALYST	0.50	29,003
HMS902IA	108915	T1	N	HLTH CARE BUSINESS ANALYST	0.50	29,003
HMS902IA	108926	T1	A	MANAGED CARE NURSE SUPERVISOR	0.25	26,000
HMS902IA	108926	T1	N	MANAGED CARE NURSE SUPERVISOR	0.75	78,000
HMS902IA	108927	T1	A	ENCOUNTER DATA VALIDATION SPCL	0.50	28,998
HMS902IA	108927	T1	N	ENCOUNTER DATA VALIDATION SPCL	0.50	28,998
HMS902IA	108928	T1	A	HLTH PLAN DATA SPCLT	0.25	10,179
HMS902IA	108928	T1	N	HLTH PLAN DATA SPCLT	0.75	30,537
HMS902IA	108930	T1	A	HLTH CARE CNTRCT & PURCH SPCLT	0.50	22,920
HMS902IA	108930	T1	N	HLTH CARE CNTRCT & PURCH SPCLT	0.50	22,920
HMS902IA	110716	T1	A	PROJECT ASSISTANT	0.50	16,308
HMS902IA	110716	T1	N	PROJECT ASSISTANT	0.50	16,308
HMS902IA	110722	T1	A	HEALTH CARE FINCG (TPL) ASST	0.00	0

prog_id	position_no	table_id	mof	position_title	FY09_fte	FY09_amt
HMS902IA	110722	T1	N	HEALTH CARE FINCG (TPL) ASST	0.00	0
HMS902IA	110967	T1	A	MEMBERSHIP REPRESENTATIVE	0.50	15,075
HMS902IA	110967	T1	N	MEMBERSHIP REPRESENTATIVE	0.50	15,075
HMS902IA	110968	T1	A	ENROLLMENT CLERK	0.50	13,941
HMS902IA	110968	T1	N	ENROLLMENT CLERK	0.50	13,941
HMS902IA	110969	T1	A	ENROLLMENT CLERK	0.50	11,466
HMS902IA	110969	T1	N	ENROLLMENT CLERK	0.50	11,466
HMS902IA	110970	T1	A	ENROLLMENT CLERK	0.50	12,395
HMS902IA	110970	T1	N	ENROLLMENT CLERK	0.50	12,395
HMS902IA	110971	T1	A	MEMBERSHIP REPRESENTATIVE	0.50	16,106
HMS902IA	110971	T1	N	MEMBERSHIP REPRESENTATIVE	0.50	16,106
HMS902IA	110972	T1	A	ENROLLMENT CLERK	0.50	13,941
HMS902IA	110972	T1	N	ENROLLMENT CLERK	0.50	13,941
HMS902IA	110973	T1	A	MEMBERSHIP REPRESENTATIVE	0.25	8,477
HMS902IA	110973	T1	N	MEMBERSHIP REPRESENTATIVE	0.75	25,430
HMS902IA	110974	T1	A	MEMBERSHIP REPRESENTATIVE	0.25	8,392
HMS902IA	110974	T1	N	MEMBERSHIP REPRESENTATIVE	0.75	25,176
HMS902IA	110975	T1	A	MEMBERSHIP REPRESENTATIVE	0.25	9,531
HMS902IA	110975	T1	N	MEMBERSHIP REPRESENTATIVE	0.75	28,593
HMS902IA	110976	T1	A	MEMBERSHIP REPRESENTATIVE	0.25	9,531
HMS902IA	110976	T1	N	MEMBERSHIP REPRESENTATIVE	0.75	28,593
HMS902IA	110977	T1	A	MFIS SUPERVISOR	0.50	25,092
HMS902IA	110977	T1	N	MFIS SUPERVISOR	0.50	25,092
HMS902IA	110978	T1	A	CSB ADMINISTRATOR	0.50	18,816
HMS902IA	110978	T1	N	CSB ADMINISTRATOR	0.50	18,816
HMS902IA	110979	T1	A	MEMBRSHP SVCS SUPVR	0.50	17,631
HMS902IA	110979	T1	N	MEMBRSHP SVCS SUPVR	0.50	17,631
HMS902IA	111003	T1	A	NETWORK SPECIALIST	0.50	21,179
HMS902IA	111003	T1	N	NETWORK SPECIALIST	0.50	21,179
HMS902IA	111004	T1	A	NETWORK SPECIALIST	0.50	21,174
HMS902IA	111004	T1	N	NETWORK SPECIALIST	0.50	21,174
HMS902IA	111030	T1	A	SECRETARY I	0.50	14,484
HMS902IA	111030	T1	N	SECRETARY I	0.50	14,484
HMS902IA	111031	T1	A	MEMBERSHIP REPRESENTATIVE	0.25	9,165
HMS902IA	111031	T1	N	MEMBERSHIP REPRESENTATIVE	0.75	27,495
HMS902IA	111045	T1	A	HLTH CARE SYSTEMS TRAINER	0.50	19,018
HMS902IA	111045	T1	N	HLTH CARE SYSTEMS TRAINER	0.50	19,018
HMS902IA	111046	T1	A	HLTH CARE BUSINESS ANALYST	0.50	23,148
HMS902IA	111046	T1	N	HLTH CARE BUSINESS ANALYST	0.50	23,148
HMS902IA	111047	T1	A	HLTH CARE SYS TRNR	0.50	21,174
HMS902IA	111047	T1	N	HLTH CARE SYS TRNR	0.50	21,174
HMS902IA	111068	T1	A	PROVIDER DATA TECHNICIAN	0.50	13,413
HMS902IA	111068	T1	N	PROVIDER DATA TECHNICIAN	0.50	13,413
HMS902IA	111095	T1	A	INFORMATION TECHNOL SPCLT IV	0.50	20,358
HMS902IA	111095	T1	N	INFORMATION TECHNOL SPCLT IV	0.50	20,358
HMS902IA	111099	T1	A	HLTH CARE BUS ANALYST	0.50	22,822
HMS902IA	111099	T1	N	HLTH CARE BUS ANALYST	0.50	22,822
HMS902IA	111100	T1	A	HLTH CARE BUS ANALYST	0.50	22,032
HMS902IA	111100	T1	N	HLTH CARE BUS ANALYST	0.50	22,032
HMS902IA	111151	T1	A	INFORMATION TECHNOL SPCLT IV	0.25	10,179
HMS902IA	111151	T1	N	INFORMATION TECHNOL SPCLT IV	0.75	30,537

prog_id	position_no	table_id	mof	position_title	FY09_fte	FY09_amt
HMS902IA	111376	T1	A	CLERK IV	0.50	12,882
HMS902IA	111376	T1	N	CLERK IV	0.50	12,882
HMS902IA	112341	T1	A	AUDITOR V	0.50	22,920
HMS902IA	112341	T1	N	AUDITOR V	0.50	22,920
HMS902IA	112677	T1	A	ACCOUNTANT III	0.50	20,358
HMS902IA	112677	T1	N	ACCOUNTANT III	0.50	20,358
HMS902IA	112888	T1	A	HIPAA PROJECT COORDINATOR	0.50	33,933
HMS902IA	112888	T1	N	HIPAA PROJECT COORDINATOR	0.50	33,933
HMS902IA	117098	T1	A	CLERK III	1.00	22,932
HMS902IA	117099	T1	A	CLERK III	1.00	22,932
HMS902IA	117105	T1	A	CLMS/DATA INTEGRITY SEC SUPVR	0.50	24,786
HMS902IA	117105	T1	N	CLMS/DATA INTEGRITY SEC SUPVR	0.50	24,786
HMS902IA	118416	T1	A	ELIGIBILITY WORKER V	0.50	18,330
HMS902IA	118416	T1	N	ELIGIBILITY WORKER V	0.50	18,330
HMS902IA	118417	T1	A	ELIGIBILITY WORKER V	0.50	18,330
HMS902IA	118417	T1	N	ELIGIBILITY WORKER V	0.50	18,330
HMS902IA	118418	T1	A	SECRETARY I	0.50	11,916
HMS902IA	118418	T1	N	SECRETARY I	0.50	11,916
HMS902IA	118419	T1	A	CLERK TYPIST II	0.50	11,466
HMS902IA	118419	T1	N	CLERK TYPIST II	0.50	11,466
HMS902IA	118420	T1	A	ELIGIBILITY PROGRAM SPECIALIST	0.50	20,358
HMS902IA	118420	T1	N	ELIGIBILITY PROGRAM SPECIALIST	0.50	20,358
HMS902IA	118421	T1	A	ENCOUNTER DATA VALIDATN SPCLT	0.50	22,920
HMS902IA	118421	T1	N	ENCOUNTER DATA VALIDATN SPCLT	0.50	22,920
HMS902IA	118422	T1	A	DATA PROCESSING CONTROL CLERK	0.50	11,466
HMS902IA	118422	T1	N	DATA PROCESSING CONTROL CLERK	0.50	11,466
HMS902IA	118423	T1	A	ELIGIBILITY WORKER II	0.50	14,988
HMS902IA	118423	T1	N	ELIGIBILITY WORKER II	0.50	14,988
HMS902IA	118424	T1	A	ELIGIBILITY WORKER III	0.50	15,666
HMS902IA	118424	T1	N	ELIGIBILITY WORKER III	0.50	15,666
HMS902IA	118425	T1	A	CLERK IV	0.50	11,466
HMS902IA	118425	T1	N	CLERK IV	0.50	11,466
HMS902IA	118498	T1	A	ADMINISTRATIVE ASSISTANT	0.50	15,078
HMS902IA	118498	T1	N	ADMINISTRATIVE ASSISTANT	0.50	15,078
HMS902IA	90795K	T1	A	HAPA SYSTEMS DEV SPCLT	0.50	24,786
HMS902IA	90795K	T1	N	HAPA SYSTEMS DEV SPCLT	0.50	24,786
HMS902IA	90812K	T1	A	DATA PROCSSG SYSTS ANAL IV	0.25	11,460
HMS902IA	90812K	T1	N	DATA PROCSSG SYSTS ANAL IV	0.75	34,380
HMS902IA	97511K	T1	A	ELIGIBILITY PROGRAM SPCLT IV	1.00	40,716
HMS902IA	97514K	T1	A	HIPAA COMPLIANCE OFFICER	0.50	22,920
HMS902IA	97514K	T1	N	HIPAA COMPLIANCE OFFICER	0.50	22,920
					72.00	2,954,457
			A		35.25	1,417,605
			N		36.75	1,536,852

**SENATE COMMITTEE ON WAYS AND MEANS
BUDGET REQUESTS FOR SUPPLEMENTAL BUDGET 2009
JANUARY 17, 2008**

**LILLIAN B. KOLLER, DIRECTOR
DEPARTMENT OF HUMAN SERVICES**

**BENEFIT, EMPLOYMENT AND SUPPORT SERVICES DIVISION
BUDGET FOR LINE UNITS PROCESSING CLIENT ELIGIBILITY AND
EMPLOYMENT SERVICES**

Program Structure Number: 06 02 04 01

Program I.D. and Title: HMS 236 – Case Management for Self-Sufficiency

Page References in the Executive Budget Supplemental:

Volume II; Pages 504-505

1. Introduction:

The Case Management for Self-Sufficiency Program provides eligibility determination for welfare and employment services which includes support services for qualified clients. **The Supplemental Budget includes requests for the conversion of seven (7) temporary positions to permanent and an increase in the program's Federal appropriation to accommodate higher Federal fringe benefit rates. These positions provide direct employment services to families in the work program.**

a. Summary of program objectives.

To enhance program effectiveness and efficiency by determining the eligibility of applicants and recipients for public assistance, orienting them to the services available, directing them to appropriate places for assistance, and aiding recipients to obtain and retain employment.

b. Description of program objectives.

The following are the major activities related to Eligibility Determination:

1. Processing of applications for financial assistance, food stamps, health care and child care benefits;

2. Conducting eligibility predetermination on a scheduled as well as unscheduled basis;
3. Making payment and/or benefit adjustments when the circumstances of the recipient changes;
4. Conducting collateral contacts to verify household eligibility;
5. Conducting informational activities to assist eligible persons to participate in the program; and,
6. Making referrals to other resources as appropriate.

The following are the major activities of the First-to-Work (FTW) Program:

1. Intake and orientation services;
2. Barrier assessment services;
3. Supportive services;
4. Employability assessment/plan development; and,
5. Component services.

- c. Explanation of how program intends to meet its objectives in the upcoming supplemental year.

The program will continue to help clients become self-supporting and limit the time that financial assistance is available. Major emphasis will be placed on the reduction of errors through filling vacant positions, improving staff training, tightening regulations, implementing management controls and improving branch administration.

In addition, the Division will implement different approaches and strategies to facilitate the staff's ability to manage the workload and help families obtain and retain employment. The computerization and enhancement of eligibility determination and benefit payment processes will also contribute to attaining the program objectives.

2. Program Performance Results:

- a. Discuss the performance results achieved by each program in FY 07.

In Fiscal Year 2007, the number of cash support recipients mandated to work programs was 5,411 which was more than planned because more clients were being identified as being mandated to seek work by our contractors who had implemented a comprehensive client review process. Also in FY 2007, the program identified 65,528 households as being eligible for the Food Stamp Program.

The potential number of households eligible for cash support was less than expected because of the sixty month time limit which closes cases and the increase in Social Security benefits which make fewer individuals eligible for State financial assistance programs.

- b. Explain how these results relate to the program's objectives and department's mission.

The performance measures reflect the desired outcomes for the First-to-Work Program and the Eligibility Determination Program. The Division provides temporary assistance to those individuals and families who need it, until they can become employed in a self-sufficient job or exhaust their sixty month time-limit eligibility.

- c. Explain how the effectiveness of the program is measured (i.e.: outcomes, measures of effectiveness, benchmarks, etc.) and discuss the performance results achieved during the past two years.

Program effectiveness is measured by the percent of cash support recipients who exit due to employment. In FY 2007 the percent was 45 percent which was within the planned level of 55 percent. However, the percent of cash support recipients who have unsubsidized employment was 21 percent which was below the planned level of 35 percent. This lower percent is attributed to the lower skill levels of the clients and the inability of the State to adequately train the clients for employment. The ten statewide First-To-Work units produced significant measurable improvements in Federal Fiscal Year 2007. From October 1, 2006 to

September 30, 2007, the number of welfare clients employed 40 hours per week or more increased by 100%, the number of welfare clients employed any number of hours increased by 29% and the number of welfare clients with zero hours of employment decreased by 34%.

- d. Discuss actions taken by each program to improve its performance results.

The Division is implementing its reorganization and streamlining its units to process and assist clients more effectively. Administrative teams have been implemented to address implementation of new programs and obtaining additional contractors to assist the line units in processing clients more efficiently and effectively.

- e. Please identify all modifications to your program's performance measures and discuss the rationale for these modifications.

None.

3. Problems and Issues:

- a. Discussion of problems and issues encountered, if any.

The Division is requesting conversion of seven (7) temporary positions to permanent. The seven positions were inadvertently left out of the Fiscal Biennium budget request.

- b. Program change recommendations to remedy problems.

By converting the seven (7) temporary positions to permanent, the Division will be addressing operational problems it faces when staff leaves a temporary position for a permanent position. The permanent positions will also give stability to the program and allow the line units to recruit and retain staff at the operational level.

- c. Identify any program issues or problems that have affected or will affect the implementation of the program, and the corrective measures or remedies established or planned.

None.

4. Expenditures for Fiscal Year 2007-2008:

	Appropriation FY 08	Collective Bargaining	Transfers In/Out	Restrictions	Available Resources	Estimated Expenditures
(Pos. Count)	622.00				622.00	622.00
Personnel Services	27,439,392	881,898			28,321,290	28,321,290
Other Current Expenses	3,722,811				3,722,811	3,722,811
Equipment					0	0
Motor Vehicles					0	0
Total Requirements	31,162,203	881,898	0	0	32,044,101	32,044,101
(Pos. Count)	(343.21)				(343.21)	(343.21)
General Fund	14,339,879	366,543			14,706,422	14,706,422
(Pos. Count) Special Fund						
(Pos. Count)	(278.79)				(278.79)	(278.79)
Federal Fund	16,822,324	515,355			17,337,679	17,337,679
(Pos. Count) Other Fund						

- a. Explain all transfers within the Program I.D. and the impact on the program.

None.

- b. Explain all transfers between Program I.D.s and the impact on the program.

None.

- c. Explain any restrictions and the impact on the program.

None.

5. Supplemental Budget Requests for Fiscal Year 2008-2009:

	Act 213/SLH 2007 FY 09 Appropriation	Budget Request FY 09	Executive Supplemental Budget FY 09
(Pos. Count)	622.00	7.00	629.00
Personnel Services	27,442,460	1,779,272	29,221,732
Other Current Expenses	3,722,811		3,722,811
Equipment			
Motor Vehicles			
Total Requirements	31,165,271	1,779,272	32,944,543
(Pos. Count)	343.21	4.14	347.35
General Funds	14,342,932	0	14,342,932
(Pos. Count) Special Funds			
(Pos. Count)	278.79	2.86	281.65
Federal Funds	16,822,339	1,779,272	18,601,611
(Pos. Count) Other Funds			

a. Workload or program request:

- The Division is requesting that seven (7) Temporary positions be converted to Permanent positions. This will address the operational problems the Division faces when staff leave a temporary position for a permanent position. It will provide stability to the program and allow the units to retain staff and maintain operations at the unit level.

The following positions are being requested to be converted to permanent positions:

<u>Position Title</u>	<u>Number</u>	<u>ORG</u>	<u>FTE</u>	<u>Amount</u>	<u>MOF</u>
S W III	43505	236LK	.57		A
S W III	43505	236LK	.43		N
C T II	45052	236LH	.57		A
CT II	45052	236LH	.43		N
SSSS Spclt III	46900	236LH	.50		A
SSSS Spclt III	46900	236LH	.50		N
SSSS Spclt III	46902	236LH	.50		A
SSSS Spclt III	46902	236LH	.50		N
PT/SSSS Spclt II	41087	236LW	.50		A
PT/SSSS Spclt II	41087	236LW	.50		N
C T II	43557	236LW	1.00		A
C T II	48705	236LW	.50		A
C T II	48705	236LW	.50		N

2. Increase federal appropriation to accommodate increase in federal fringe benefits rate.

FY 09

<u>Cost Element</u>	<u>Amount</u>	<u>MOF</u>
Personal Services	1,779,272	N

6. Program Restrictions

None.

7. Capital Improvement Program (CIP) Requests for Supplemental Year 2008-2009:

None.

8. Proposed Lapses of CIP Projects:

None.

**SENATE COMMITTEE ON WAYS AND MEANS
BUDGET REQUESTS FOR SUPPLEMENTAL BUDGET 2009
JANUARY 17, 2008**

**LILLIAN B. KOLLER, DIRECTOR
DEPARTMENT OF HUMAN SERVICES**

**BENEFIT, EMPLOYMENT AND SUPPORT SERVICES DIVISION (BESSD)
CHILD CARE PROGRAM ADMINISTRATIVE BUDGET**

Program Structure Number: 06 01 02

Program I.D. and Title: HMS 302 – General Support for Child Care Services

Page References in the Executive Budget Supplemental:

Volume II; Pages 488-489

1. Introduction:

The Department's Benefit, Employment and Support Services Division (BESSD) administers, through HMS 302, the child care services in the Child Care Connection Hawaii (CCCH) program. The HMS 302 program contains funding for quality improvement contract activities in accordance with Federal funding requirements. This program also contains administrative and line staffing for the CCCH program. **In the FY09 Supplemental Budget, HMS 302 is requesting the conversion of a temporary position to permanent and an increase in the Federal appropriation to accommodate an increased Federal fringe benefit rate.** HMS 302 is funded with 84% Federal dollars (\$6,512,325) and 16% State dollars (\$1,245,650).

a. Summary of program objectives.

To promote the self-sufficiency of low-income families who are employed, in training, or in education by providing access to comprehensive child care resources and services which ensure the basic health and safety of children.

b. Description of program objectives.

To support program objectives, the HMS 302 program: (1) provides program planning and development, administration (operations and

personnel), coordination/collaboration (among programs, with other agencies, and with the child care community); (2) expands the supply of available child care to support families by recruiting and licensing child care providers; (3) conducts investigations relating to the health and well-being of children, as well as sets standards to maximize the safety of children in child care settings; (4) arranges for child care resource/referral and training to give parents broader access to care by qualified providers; (5) plans, procures and implements quality child care initiatives through competitive purchase of services.

To promote the self-sufficiency of low-income families who are employed, in training, or in education by providing access to comprehensive child care resources and services which ensure the basic health and safety of children.

The activities administered through HMS 302 for the CCCH program include child care subsidies and support services to eligible families. We also set standards and regulate child care homes, group child care homes and centers, infant/toddler centers, and before/after school care. The quality child care services statewide are provided through purchase of service (POS) contracts.

- c. Explanation of how program intends to meet its objectives in the upcoming supplemental year.

The program provides support services for child care benefits to recipients of public assistance, low-income employed parents, parents in education or training programs, or children in need of child care for protective reasons.

The licensing efforts target family child care providers and group child care centers and homes to ensure quality care. Regulatory activities ensure minimum health and safety standards. Units conduct the necessary investigations based on public complaints, relating to the health and well-

being of children as well as establishing standards to maximize the safety of children in child care settings.

With the increasing emphasis on school readiness and professional development in the community, DHS is continuing to work in collaboration with public and private agencies to improve the quality of early childhood education experiences in all settings.

The Department has implemented the quality incentive payment program for the child care providers (preschools and home-based providers) who care for children who receive child care subsidies through the Department, to improve the quality and availability of child care. The quality incentive payments are based on adoption of Hawaii Preschool Content Standards and/or Professional Development Standards.

In providing general oversight for the Head Start Program, the Federal government requested that the Department provide a stable home for their Head Start Collaboration Project. As such, the Department was awarded a \$125,000 grant to establish positions and we continue to administer this project.

The Department will also continue to collaborate with the Department of Accounting and General Services, the Department of Education and private child care agencies to establish Pre-Plus sites throughout the State.

2. Program Performance Results:

- a. Discuss the performance results achieved by each Program in FY 07.
 - 1). Performance results for FY 2007 were as follows:
 - Number of family child care homes licensed: 620
 - Number of group care centers (includes group child care homes, before and after school, and infant toddler centers): 626
 - Licensed child care slots available: 35,723.

- b. Explain how these results relate to the program's objectives and department's mission.

The HMS 302 program administers quality child care services to eligible families through competitive purchase of service contracts. It also sets standards and regulates child care homes, group child care homes and centers, infant/toddler centers, and before/after school care. This relates to the Departmental goal of Self and Family Preservation: "To maximize individual and family stability and self-sufficiency."

The HMS 302 program offers services to promote the self-sufficiency of low-income families who are employed, in training or in education by providing access to comprehensive child care resources and services which ensure the basic health and safety of children. These direct services, along with investing in quality-related activities, comprise the offerings under this program area.

- c. Explain how the effectiveness of the program is measured (i.e.: outcomes, measures of effectiveness, benchmarks, etc.) and discuss the performance results achieved during the past two years.

The CCCH program is a statewide service that offers child care licensing services to the community. Under the licensing program, the primary intent is to ensure the safety, health and well-being of children cared for within licensed facilities.

In addition to the performance results referenced in Section II.A. above, the program monitors and measures for effectiveness using the following:

1. The percentage of regulated child care facilities that receive licensure. In FY 2007, the percentage of facilities receiving full licensure was 100%.
2. The percentage of regulated child care facilities that remain complaint free. The program goal is to have licensed facilities be complaint free in FY 2008.

- d. Discuss actions taken by each program to improve its performance results.

Close coordination is maintained with the following DHS programs: HMS 301, Child Protective Services; HMS 236, Case Management for Self-Sufficiency; and HMS 903, General Support for Self-Sufficiency Services. In addition, CCCH coordinates with other community child care programs including HeadStart, the Kamehameha Schools Early Education Program, People Attentive to Children (PATCH) Resource and Referral Services, the Department of Education, the Department of Health, the Department of the Attorney General, Alu Like, the University of Hawaii, and the community college system.

Based on the provisions of the Child Care Development Fund (CCDF), efforts to continue to improve the quality of care will be a high priority. Contracts will address improvement in areas such as training, quality of care, parent education, and school readiness.

The Department, in association with the Criminal Justice Data Center at the Attorney General's Office, is continuing to conduct more thorough and timely criminal history background checks to support the efforts of the child care licensing program to ensure safety and health of children in care.

The Department has a new contract that carries out the fingerprinting and background check function to a competitively procured purchase of service provider on a statewide basis to meet needs of all programs within the Department, not just CCCH.

The Department has implemented the Governor's Early Childhood Education Initiative focusing on school readiness and professional development of preschool teachers, increased access to preschools and child care subsidies. The Department is continuing to work in conjunction with the child care community, Legislature, Office of the Governor, and other government agencies to implement Early Learning Guidelines and

professional development standards that will assist in school readiness initiatives in all settings.

The Department has implemented, through the adoption of a new subchapter 4 to the Hawaii Administrative Rules Chapter 17-798.1, Child Care Services, the quality incentive payment program for the child care providers (preschools and home-based providers) who care for children who receive child care subsidies through the Department of Human Services, to improve the quality and availability of child care. The quality incentive payments are based on adoption of Hawaii Preschool Content Standards and/or Professional Development Standards.

The Department is continuing to enroll eligible children in the Preschool Open Doors (POD) Program. The POD Program is designed to provide preschool experience to 4 year olds who would be eligible to enter kindergarten when they turn 5 years of age. As of December 2007, there are 1,291 children enrolled in the POD program compared to an average monthly enrollment of 1,151 per month during the last fiscal year. Further, the Department has added 533 additional preschool slots to date.

The Department has implemented a new teacher waiver policy to allow preschools to continue to operate their preschool programs while working with aides to become teacher qualified in order to increase the pool of qualified individuals in the early childhood field.

Further, the Department has implemented the increased child care rates for the providers and income eligibility for more gap group families to get child care subsidies.

The Department is expecting that the caseload will grow for FY 2009. For FY 2008, the Department expects that the average caseload will exceed 16,000 before the end of the fiscal year.

- e. Please identify all modifications to your program's performance measures and discuss the rationale for these modifications.

None

3. Problems and Issues:

- a. Discussion of problems and issues encountered, if any.

None

- b. Program change recommendations to remedy problems.

None

- c. Identify any program issues or problems that have affected or will affect the implementation of the program, and the corrective measures or remedies established or planned.

None

4. Expenditures for Fiscal Year 2007-2008:

	Appropriation FY 08	Collective Bargaining	Transfers In/Out	Restrictions	Available Resources	Estimated Expenditures
(Pos. Count)	42.00				42.00	42.00
Personnel Services	2,250,498	43,751			2,294,249	2,294,249
Other Current Expenses	5,507,477	35,395			5,542,872	5,542,872
Equipment						
Motor Vehicles						
Total Requirements	7,757,975	79,146	0	0	7,837,121	7,837,121
(Pos. Count)	26.07				26.07	26.07
General Fund	1,245,650	43,751			1,289,401	1,289,401
(Pos. Count) Special Fund						
(Pos. Count)	15.93				15.93	15.93
Federal Fund	6,512,325	35,395			6,547,270	6,547,270
(Pos. Count) Other Funds						

- a. Explain all transfers within the Program I.D. and the impact on the program.

None

- b. Explain all transfers between Program I.D.s and the impact on the program.

None

- c. Explain any restrictions and the impact on the program.

None

5. Supplemental Budget Requests for Fiscal Year 2008-2009:

	Act 213/SLH 2007 FY 09 Appropriation	Budget Request FY 09	Executive Supplemental Budget FY 09
(Pos. Count)	42.00	1.00	43.00
Personnel Services	2,250,757	171,113	2,421,870
Other Current Expenses	5,507,477		5,507,477
Equipment			
Motor Vehicles			
Total Requirements	7,758,234	171,113	7,929,347
(Pos. Count)	26.07		26.07
General Funds	1,245,908		1,245,908
(Pos. Count)			
Special Funds			
(Pos. Count)	15.93	1.00	16.93
Federal Funds	6,512,326	171,133	6,683,439
(Pos. Count)			0
Other Funds			

a. Workload or program request:

1. Convert temporary Eligibility Determination Worker position to permanent.

<u>Position Title</u>	<u>Number</u>	<u>ORG</u>	<u>FTE</u>	<u>Amount</u>	<u>MOF</u>
E. W. I	48706	302DH	1.00		N

2. Increase federal appropriation to accommodate increase in federal fringe benefits rate.

FY 09

<u>Cost Element</u>	<u>Amount</u>	<u>MOF</u>
Personal Services	171,113	N

- b. For all position count reductions, please specify whether the positions were filled or vacant.

None

6. **Program Restrictions**

None

7. **Capital Improvement Program (CIP) Requests for Supplemental Year 2008-2009:**

None

8. **Proposed Lapses of CIP Projects:**

None

**SENATE COMMITTEE ON WAYS AND MEANS
BUDGET REQUESTS FOR SUPPLEMENTAL BUDGET 2009
JANUARY 17, 2008**

**LILLIAN B. KOLLER, DIRECTOR
DEPARTMENT OF HUMAN SERVICES**

**BENEFIT, EMPLOYMENT AND SUPPORT SERVICES DIVISION
BUDGET FOR ADMINISTRATIVE SUPPORT, COORDINATION, TRAINING AND
INVESTIGATION SERVICES TO LINE STAFF**

Program Structure Number: 06 04 05

Program I.D. and Title: HMS 903 – General Support for Benefit, Employment and Support Services

Page References in the Executive Budget Supplemental:

Volume II; Pages 510-511

1. Introduction:

The Benefit, Employment and Support Services Division administration provides: administrative oversight of welfare, employment and child care programs; staff development; investigation; and program support to the line operations which determine eligibility and provide employment and support services that assist individuals and families in achieving self-sufficiency. **The Supplemental Budget requests include converting five (5.00) temporary positions to permanent to allow for stable recruitment and retention of staff to monitor services that are provided through various contracts and to implement the low income energy program, and an increase in the Federal appropriation to accommodate higher Federal fringe benefit rates.**

a. Summary of Program Objectives

To enhance the effectiveness and efficiency of the programs by formulating policies, administering operations and personnel and providing other administrative services that assist individuals and families to expand

their capacity for self-sufficiency, make healthy choices and improve their quality of life.

b. Description of program objectives.

There are four major functions under which program activities are conducted:

1. The core function of planning, program development, administration of operations and personnel, coordination/collaboration among programs with other agencies and with the community, and overall performance monitoring/assessment/feedback for:

- a) Financial assistance
- b) Food Stamp assistance
- c) Employment and child care assistance

2. The user support function for automated systems;

3. The training/staff development function; and

4. The investigations and overpayment recovery function.

c. Explanation of how program intends to meet its objectives in the upcoming supplemental year.

The program will provide responsive and effective service delivery and program administration by providing adequate funding to:

- 1. Maintain the Electronic Benefit Transfer (EBT) system;
- 2. Provide additional support services to the "hard to serve" client groups needed to meet Federal work participation requirements and to qualify for additional Federal bonuses;

3. Expand new programs to provide opportunities for clients to obtain and retain jobs;
4. Maintain and enhance the technology of the Division;
5. Provide adequate training to staff to implement new programs;
6. Conduct fraud investigations; and
7. Provide adequate support services for clients to encourage employment.

2. Program Performance Results:

- a. Discuss the performance results achieved by each Program in FY 07.

During fiscal year 2007, the program has maintained a high percent of employees working without formal grievances and has not received complaints from contract providers while processing contracts in a timely manner. The percentage of recipient fair hearings held which were decided in favor of the Department has also remained fairly high. It is anticipated that the same level will remain this fiscal year.

A large portion of the programs expenditures consist of fixed costs and essential services such as:

1. The operation and maintenance of Hawaii Automated Welfare (HAWI) mainframe computer, its software and network equipment;
2. Contracting with public and private providers for employment and support services;
3. Conducting fraud investigations; and,
4. Providing training to eligibility determination and employment service workers.

- b. Explain how these results relate to the program's objectives and department's mission.

The performance measures relate to the Department's mission in providing high quality services to clients while maximizing effective and efficient management of programs and operations.

- c. Explain how the effectiveness of the program is measured (i.e.: outcomes, measures of effectiveness, benchmarks, etc.) and discuss the performance results achieved during the past two years.

The program provides administrative oversight to the Benefit, Employment and Support Services Division (BESSD). Its effectiveness is measured by:

1. The percentage of individuals participating in the work program who meet Federal standards. For FY 2007 fifty percent (50%) of the individuals in the work program met the Federal standards. This was at the planned level and the State met its Federal requirements.
2. The accuracy rate for the Food Stamp program was planned at 95.50 percent and the program achieved an accuracy rate of 97.31 percent. This qualified the State to receive a Food Stamp bonus.
3. There were no complaints received from contracted providers in FY 2007 and 107 contracts were processed in a timely manner in FY 2007. It is anticipated that no complaints will be received from contracted providers in FY 2008 and the same amount of contracts will be processed in a timely manner in FY 2008.

- d. Discuss actions taken by each program to improve its performance results.

Statewide meetings are planned and conducted to review major program initiatives of the Director, and staff has the opportunity to discuss and

understand how the support services are designed to assist clients in obtaining and retaining employment.

Technology support will also be provided to the administrative and line staff to improve their efficiency and effectiveness in administering the various programs within the Division. Additional enhancement to information systems and utilization of technology to provide staff with more efficient and effective tools in doing their jobs will be a major focus.

- e. Please identify all modifications to your program's performance measures and discuss the rationale for these modifications.

None

3. Problems and Issues:

- a. Discussion of problems and issues encountered, if any.

We are requesting five (5) positions be converted from temporary to permanent to alleviate problems that the Division has had with recruiting and retaining staff.

- b. Program change recommendations to remedy problems.

Converting the five (5) temporary positions to permanent will provide administrative support of the employment program and will improve the efficiency and overall operations of administration.

- c. Identify any program issues or problems that have affected or will affect the implementation of the program, and the corrective measures or remedies established or planned.

None

4. Expenditures for Fiscal Year 2007-2008:

	Appropriation FY 08	Collective Bargaining	Transfers In/Out	Restrictions	Available Resources	Estimated Expenditures
(Pos. Count)	120.00				120.00	120.00
Personal Services	6,737,885	256,482			6,994,367	6,994,367
Other Current Expenses	62,785,742				62,785,742	62,785,742
Equipment					0	0
Motor Vehicles					0	0
Total Requirements	69,523,627	256,482	0	0	69,780,109	69,780,109
(Pos. Count)	62.96				62.96	62.96
General Fund	10,444,592	120,517			10,565,109	10,565,109
(Pos. Count)					0.00	0.00
Special Fund					0	0
(Pos. Count)	57.04				57.04	57.04
Federal Fund	59,079,035	135,965			59,215,000	59,215,000
(Pos. Count)					0.00	0.00
Other Fund					0	0

- a. Explain all transfers within the Program I.D. and the impact on the program.

None

- b. Explain all transfers between Program I.D.s and the impact on the program.

None

- c. Explain any restrictions and the impact on the program.

None

5. Supplemental Budget Requests for Fiscal Year 2008-2009:

	Act 213/SLH 2007 FY 09 Appropriation	Budget Request FY 09	Executive Supplemental Budget FY 09
(Pos. Count)	120.00	5.00	125.00
Personal Services	6,738,574	516,726	7,255,300
Other Current Expenses	58,224,229		58,224,229
Equipment			0
Motor Vehicles			0
Total Requirements	64,962,803	516,726	65,479,529
(Pos. Count)	62.96	0.00	62.96
General Funds	10,420,477	0	10,420,477
(Pos. Count)			0.00
Special Funds			0
(Pos. Count)	57.04	5.00	62.04
Federal Funds	54,542,326	516,726	55,059,052
(Pos. Count)			0.00
Other Funds			0

a. Workload or program request:

1. In order to address the work required for implementing and monitoring 100+ or more purchase of service contracts, including procurements appropriated through Act 213, Section 200, SLH 2007, which amounts to \$50 million, three Self-Sufficiency and Support Services (SSSS) Specialists were appropriated through Act 213, Section 201, SLH 2007, as temporary positions. The Division is requesting that these temporary positions be converted to permanent positions which should alleviate problems encountered in recruiting and retaining productive and effective

staff. These professional positions are involved with determining the need for contract services, establishing working agreements with governmental agencies, considering the clients' program service needs and determining the scope and cost of each contract. The professional staff develops the specifications for contract proposals, prepares the Request for Proposal (RFP), reviews the proposal with an established panel, awards the contract and prepares the contract for execution. After the contracts are executed, these professional positions closely monitor the contracts, determine the need for corrective action and restrict or extend the contracts, as appropriate.

The three positions are needed to continue to develop and implement new work, support services, teen pregnancy prevention and family strengthening programs on a statewide basis.

Two temporary positions for the LIHEAP program are also being requested to be converted from temporary to permanent. This will alleviate the problems encountered in hiring and retaining staff in the positions.

The following are the positions that are being requested to be converted from temporary to permanent positions:

<u>Position Title</u>	<u>Number</u>	<u>Org</u>	<u>FTE</u>	<u>MOF</u>
SSSS Specialist	118663	903FE	1.00	N
SSSS Specialist	118664	903FE	1.00	N
SSSS Specialist	118665	903FE	1.00	N
EPS IV	92209	903FF	1.00	N
CT II	92160	903FF	1.00	N

2. Increase federal appropriation to accommodate increase in federal fringe benefits rate.

FY 07

<u>Cost Element</u>	<u>Amount</u>	<u>MOF</u>
Personal Services	516,726	N

6. Program Restrictions:

None

7. Capital Improvement Program (CIP) Requests for Supplemental Year 2008-2009:

None

8. Proposed Lapses of CIP Projects:

None

**SENATE COMMITTEE ON WAYS AND MEANS
BUDGET REQUESTS FOR SUPPLEMENTAL BUDGET 2009
JANUARY 17, 2008**

**LILLIAN B. KOLLER, DIRECTOR
DEPARTMENT OF HUMAN SERVICES**

**BENEFIT, EMPLOYMENT AND SUPPORT SERVICES DIVISION
FOOD STAMP BENEFITS AND LOW INCOME HOME ENERGY ASSISTANCE
PROGRAM BUDGET**

Program Structure Number: 06 02 01 04

Program I.D. and Title: HMS 206 – Federal Assistance Payments

Page References in the Executive Budget Supplemental:

None

1. Introduction:

The Food Stamp Program (FSP) is a program designed to increase the purchasing power of low-income households. The Low Income Home Energy Assistance Program (LIHEAP) is a program designed to provide federal heating or cooling benefits to the residences of low-income households. The budget for HMS 206 is 100% Federal funds.

There is no Supplemental Budget request for this program at this time.

However, due to rising fuel prices and the expanding arena of political energy issues, including the battle for funds between cold and warm-weather grantees, the amount of LIHEAP funding is subject to constant Congressional debate. Therefore, a Federal ceiling increase may be required if additional Federal funds are appropriated; both the total fund base and the funding mechanisms (regular allotment vs. contingency release authorizations) are subject to change; therefore, the amount, timing, and method of LIHEAP fund releases cannot be predicted. The need for and amount of additional Federal ceiling cannot be specified until Congress agrees and takes budget action.

a. Summary of program objectives.

To provide for an improved standard of living by ensuring that food stamps and energy credits are provided to eligible households.

b. Description of program objectives.

HMS 206 consolidates the 100% Federally funded Food Stamp Program (FSP) and the Low Income Home Energy Assistance Program (LIHEAP).

Funding for the LIHEAP is always subject to fiscal reauthorization by Congress on an annual basis; funding for the FSP is usually done on a five-year basis. The size and scope of the programs are subject to the amount of the Federal allocation. Funding is not open-ended. The amount of food stamp benefits, for example, may require a cutback during the last quarter of the Federal fiscal year should funds run out, and in extreme weather years, Congress has released LIHEAP contingency funding as late as the last day of the FFY.

1. The FSP will enable low-income households to obtain a more nutritious diet by increasing the food purchasing power for all eligible households who apply for participation.
2. The LIHEAP staff will apply for and disburse the LIHEAP grant; develop and administer the LIHEAP State Plan to be in compliance with Federal regulations; develop and monitor agreements or contracts with community action agencies to process LIHEAP applications; complete Federal reports and activities as required by Congress; respond to and activate changes by LIHEAP statute and regulations; and keep abreast of congressional activity, utility and other issues affecting LIHEAP in Hawaii.

c. Explanation of how program intends to meet its objectives in the upcoming supplemental year.

1. The Department will continue to confirm that the Food Stamp Program is meeting the Federal performance standards for

accuracy and the timely processing of applications through reviews and, as needed, corrective actions.

2. The Department has expanded the Nutrition Education Program to ensure that Food Stamp Program participants are informed of the advantages of choosing healthy foods and active lifestyles by collaborating with the Department of Health and the University of Hawaii to provide appropriate nutrition education programs and activities.
3. The Department shall continue, as it has done since 1981, to implement LIHEAP regulations without negative incident, responding favorably to all Federal compliance reviews and audits. To meet objectives, the Department must coordinate the Federal fiscal year allocation with the State budget.
4. Incorporate Federal LIHEAP and block grant requirements, protect State interests related to outside entity and decisions that affect the program, monitor contractors to ensure proper processing of eligibility under statute, work with utility companies to meet energy needs of eligibles and ensure equitable treatment of LIHEAP clients, improve electronic transfer and monitoring of benefit delivery, provide oversight to ensure appropriate service delivery to LIHEAP households.

2. Program Performance Results:

- a. Discuss the performance results achieved by each program in FY 07.

1. Food Stamp Program

FY 2007

- a) Assisted a monthly average of 45,027 households;
- b) Provided a total monthly average of \$12,893,433 in food stamp benefits to eligible recipients in Hawaii;

- c) Based on Federal data for FFY 2006, Hawaii ranked 50th in the nation with applications being processed timely 77.21% of the time so FSP staff are focusing their efforts on improving timeliness;
- d) Based on Federal data for FFY 2006, Hawaii ranked 7th in the nation with a payment accuracy rate of 96.60%. Hawaii received high performance bonus funds of \$567,407 for an exceptional payment accuracy rate.

Anticipated for FY 2008

- a) Assist a monthly average of 48,422 households;
- b) Provide a monthly average of \$15,605,436 in food stamp benefits to eligible recipients in Hawaii;
- c) Through corrective action, process applications timely 90% of the time; and
- d) Through Outreach and Nutrition Education, increase food stamp participation of eligible households by 3%.
- e) Maintain a cumulative error rate for FFY 2007 below 3%.

2. LIHEAP:

FY 2007

- a) Conducted outreach activities and provided assistance to help low-income households meet their home energy costs.
- b) Intervened on behalf of 186 households in energy crisis situations (average crisis payment \$94).
- c) Provided energy credit benefits directly to the utility accounts of 6,000 households meeting federal guidelines (average energy credit payment \$375).

- d) Coordinated LIHEAP activities with similar and related Federal programs.
- e) Remained within the 10% administrative cost limits.

FY 2008

- a) Conduct outreach activities and provide assistance to help low-income households meet their home energy costs.
- b) Intervene on behalf of all eligible households in energy crisis situations (average crisis payment \$96).
- c) Provide energy credit benefits directly to the utility accounts of all households meeting federal guidelines.
- d) Coordinate LIHEAP activities with similar and related federal programs.
- e) Remain within the 10% administrative cost limits.

Program performance outcomes for FY 2008 and FY 2009 are expected to remain at the same levels for both LIHEAP and FSP.

- b. Explain how these results relate to the program's objectives and department's mission.
 - 1. Ensures that the Department is providing benefits to a high number of eligible households and that applications are being processed in a timely and accurate manner.
 - 2. Ensures that the Department is operating the LIHEAP according to its State Plan and federal regulations.
- c. Explain how the effectiveness of the program is measured (i.e.: outcomes, measures of effectiveness, benchmarks, etc.) and discuss the performance results achieved during the past two years.
 - 1. The Department is subject to an annual State Agency Operations Review (SAOR) from the Food and Nutrition Service (FNS). At the last SAOR conducted on Maui from January 29 to February 2,

2007, FNS reported that "Overall, Hawaii runs a well-administered Food Stamp Program and we appreciate all the effort State and local offices make to continually improve performance. Although timeliness of application processing requires improvement, we are very happy with Hawaii's performance in other areas and feel confident that the State will be able to improve this area of its operations and will find ways to serve more individuals and families that are eligible.

2. The Department is also mandated by FNS to conduct annual Management Evaluations (ME). The Department does an ME at one Oahu section and one Neighbor Island section each year. The findings and recommendations are written up and shared with the Branches and FNS. Corrective action for any deficiency is required and is followed up on until completion.
 3. LIHEAP performance is regulated and measured by how well the Department is in conformance with its annual State Plan, which is reviewed by the Office of Energy Assistance for completion prior to release of the State's annual allocation. Annual audits and compliance reviews by the Administration for Children and Families of the U. S. Department of Health and Human Services ensure that LIHEAP regulation is being enforced by the grantee.
- d. Discuss actions taken by each program to improve its performance results.
1. The Department has developed a State Corrective Action Plan to ensure that applications are processed in a timely manner. The corrective action plan requires regular monitoring of all units statewide, monthly case reviews, monthly reports, and quarterly meetings with branch and section administrators to review findings.
 2. The Department must respond to queries and increased activity resulting from national energy policies and the need to develop

alternate fuel and renewable energy sources in order to address serious energy shortages and decrease the dependency on foreign oil. Hawaii and other warm weather grantees will need to respond to increasing scrutiny and activity to protect funding for warm-weather grantees where policies are meant to address the needs of cold-weather grantees.

- e. Please identify all modifications to your program's performance measures and discuss the rationale for these modifications.

None

3. Problems and Issues:

- a. Discussion of problems and issues encountered, if any.

None

- b. Program change recommendations to remedy problems.

None

- c. Identify any program issues or problems that have affected or will affect the implementation of the program, and the corrective measures or remedies established or planned.

None

4. Expenditures for Fiscal Year 2007-2008:

	Appropriation FY 08	Collective Bargaining	Transfers In/Out	Restrictions	Available Resources	Estimated Expenditures
(Pos. Count)	0.00				0.00	0.00
Personnel Services	0				0	0
Other Current Expenses	2,035,806				2,035,806	2,035,806
Equipment	0				0	0
Motor Vehicles	0				0	0

Total Requirements	2,035,806	0	0	0	2,035,806	2,035,806
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(Pos. Count)
General Fund

(Pos. Count)
Special Fund

(Pos. Count)	0.00				0.00	0.00
Federal Fund	2,035,806				2,035,806	2,035,806

(Pos. Count)
Other Fund

- a. Explain all transfers within the Program I.D. and the impact on the program.

None

- b. Explain all transfers between Program I.D.s and the impact on the program.

None

- c. Explain any restrictions and the impact on the program.

None

5. Supplemental Budget Requests for Fiscal Year 2008-2009:

	Act 213/SLH 2007 FY 09 Appropriation	Budget Request FY 09	Executive Supplemental Budget FY 09
(Pos. Count)	0.00	0.00	0.00
Personal Services	0	0	0
Other Current Expenses	2,035,806	0	2,035,806
Equipment	0	0	0
Motor Vehicles	0	0	0
Total Requirements	2,035,806	0	2,035,806
(Pos. Count)	0.00	0.00	0.00
General Funds	0	0	0
(Pos. Count)	0.00	0.00	0.00
Special Funds	0	0	0
(Pos. Count)	0.00	0.00	0.00
Federal Funds	2,035,806		2,035,806
(Pos. Count)	0.00	0.00	0.00
Other Funds	0	0	0

a. Workload or program request:

None

6. Program Restrictions

None

7. Capital Improvement Program (CIP) Requests for Supplemental Year 2008-2009:

None

8. Proposed Lapses of CIP Projects:

None

**SENATE COMMITTEE ON WAYS AND MEANS
BUDGET REQUESTS FOR SUPPLEMENTAL BUDGET 2009
JANUARY 17, 2008**

**LILLIAN B. KOLLER, DIRECTOR
DEPARTMENT OF HUMAN SERVICES**

**BENEFIT, EMPLOYMENT AND SUPPORT SERVICES DIVISION
FINANCIAL ASSISTANCE FOR FAMILIES WITH DEPENDENT CHILDREN**

Program Structure Number: 06 02 01 06

Program I.D. and Title: HMS 211 – Cash Support for Families Pursuing Self-Sufficiency

Page References in the Executive Budget Supplemental:

N/A

1. Introduction:

HMS 211 is a budget which combined former HMS 201 and former HMS 203. The households being served are needy families with minor children. Having a single program allows us to better service the needs of this population in developing work programs and to meet new Federal participation requirements as identified in the Deficit Reduction Act. **There is no Supplemental Budget request for this program.**

a. Summary of program objectives.

To provide time limited financial support, within Federal and State time limits and appropriations, for maintenance and employment. This support is provided through direct monetary payments for food, clothing, shelter, and other essentials, families formerly eligible under the former HMS 201 Temporary Assistance to Needy Families (TANF) program and the former HMS 203 Temporary Assistance to Other Needy Families (TAONF) program.

To develop, support and maximize available resources including resources from employment and child support.

b. Description of program objectives.

To provide time limited financial support, within Federal and State appropriations, for maintenance and employment through direct monetary payments for food, clothing, shelter and other essentials to families which meet the eligibility requirements.

To develop encourage and support employment opportunities through monetary disregards and grant reductions, while protecting households which do not contain an employable adult.

To maintain an acceptable State Plan, in compliance with Federal regulations, for receipt of Federal funding.

To assess each applicant's or recipient's potential for employment and need for supportive services.

To appropriately refer individuals for employment, training, rehabilitative services and child care to the Department's work programs, or to other State and/or private agencies.

To support employment through increased and supportive benefits for those who are working.

To maximize funding and available resources and avoid financial penalties through coordination with the Child Support Enforcement Agency of the Department of the Attorney General.

To maximize resources and available supports to those losing eligibility as a result of the Federal sixty (60) month time limited benefits.

To support the pursuit of social security benefits for individuals who may qualify for social security benefits through the Department's advocacy contract with the Legal Aid Society of Hawaii (LASH).

- c. Explanation of how program intends to meet its objectives in the upcoming supplemental year.

The Department is committed to providing assistance to the most needy of our citizens while maximizing employment opportunities and our assistance to our employable households. Through a combination of penalties and benefits, we are attempting to rapidly and sustainably move individuals towards employment and independence. It is the Department's intent to help individuals achieve sustainable self-sufficiency as quickly as possible.

The Department is providing time limited assistance to meet basic needs to families with minor children. Each participant has been notified of the "time limited" status of these benefits and referred to an appropriate work program. As an incentive to employment, recipients with no barriers to employment receive a reduced grant after two months of assistance with instructions that the decrease may be "made-up" through employment.

We have increased our work requirements and the penalties for failure to comply with these requirements as Federally recommended. Compliance with the work requirements and child support regulations is a condition of eligibility to receive assistance. In addition, we have developed system interfaces with the Child Support Enforcement Agency, Department of Labor and Industrial Relations, and the First to Work Programs to maximize tracking, information exchange and compliance to avoid TANF financial penalties.

We increased the payment standard to allow families to more easily meet their needs while working towards self-sufficiency.

It is the Department's intent to encourage individuals to move towards self-sufficiency. As an incentive to work, we have adopted increased income disregards through our Reward Work Program. These disregards provide more income/benefits monthly when TANF recipients go to work and meet Federal work requirements. The asset exemption limits have

also been increased, as well as extending eligibility for medical, child care and transportation assistance to those who become employed. As a result, the percentage of individuals being assisted through the employment – HMS 236 and HMS 237- has continued to increase.

Specifically, for Federal Fiscal Year 2007, from October 1, 2006 to September 30, 2007, the ten statewide First-To-Work units achieved these measurable performance outcomes:

- 100% improved average number of welfare clients employed 40 or more hours per week;
- 29% improved increase in welfare clients employed any numbers of hours per week; and
- 34% reduced number of welfare clients employed zero hours.

The Department has also implemented policies to disregard all educational loans, grants and scholarships and decreased the participation requirement for those individuals who are attending school in an effort to encourage education and the development of skills.

We have increased the penalty for non-compliance with the child support agency and with Federal work requirements. Failure to comply results in a full family sanction as federally recommended. Families who do not cooperate in pursuing support or meeting the work requirements are not eligible for benefits. We have simplified and expedited the child care process which helps more TANF families to access child care to help them obtain and sustain gainful employment. We have also extended eligibility for child care to the newly employed.

We have contracted for services and increased participation requirements for our households who have challenges to employment due to disabilities, substance abuse or domestic violence. This is in an effort to allow all individuals to reach their fullest potential. In addition, we have completed

a contract for a medical review panel to standardize the determination of disability and to plan for supportive services.

We have developed and contracted new on-the-job training programs, short-term skill development curricula and job development programs to improve the employability of our clients. We have also contracted new case management and employment services for individuals who are victims of domestic violence and those who are disabled, including those who are disabled as a result of substance abuse.

We have expanded the Grant + program to include for profit companies as well as the non-profit companies. Grant + allows us to pay client benefits directly to agencies that in turn hire these clients and issue the benefits as a salary, thus allowing agencies to hire our clients at a reduced cost to the agency. This is done in exchange for the agency providing job training and skill development for our clients. This program has increased employment opportunities and maximized community resources.

Building on our Grant + success, by adding business friendly features modeled on Oregon's renown Job Plus program, we established a supported work program, Supporting Employment Empowerment (SEE Hawaii Work). Under the SEE program, we pay a more generous portion of the salary and support benefits to employers as an incentive for them to hire our clients and provide on-the-job training.

We have expanded our new Grant Diversion (GD) program. This program allows the Department to place individuals in work programs immediately. It does not affect their 60 months of eligibility for TANF and allows them four months to seek employment and gain work experience immediately and possibly find employment in lieu of entering the welfare system. We previously referred only the fully employable. We now refer even those with work challenges. We will also be starting GD cash assistance after two weeks of compliance with Federal work requirements and requiring

four months of successful GD completion before transitioning GD clients into our regular TANF/TAONF financial assistance programs.

We also continue a lump sum program called Self-Sufficiency. This program allows individuals to avoid entering the welfare system through receipt of a one-time lump sum payment in exchange for a period of ineligibility.

We have also extended the employment subsidy program from 24 months to 60 months. This allows individuals who have used their 60 months of eligibility and are working to receive additional income if their income is insufficient to meet their needs according to our standards.

We have established case management and participation requirements as a condition of eligibility for our exempt population, including victims of domestic violence, substance abusers and the physically and mentally disabled. This is in an effort to allow all individuals to reach their fullest potential. We have also implemented a medical review process to standardize eligibility and participation requirements and to maximize employability.

As part of the Reward Work Program, we have developed an exit bonus and retention bonuses program for individuals who exit the welfare system before receiving 25 months of TANF/TAONF eligibility and retain employment. Households who remain off assistance will be able to apply for bonuses in the month of exit, the third month, the sixth month, the twelfth month and the twenty-fourth month following exit as long as they remain employed and off welfare assistance.

We have also increased our income disregards for those who remain eligible, are working and meeting the Federal work participation requirements. We disregard 100% of income for the first 24 months, 50% for the second 24 months and 36% for the last 12 months of assistance. These income disregards allow clients to keep more of their welfare cash

assistance while they meet Federal work participation requirements as an incentive to work.

We have implemented Simplified Reporting which requires families to report every six months rather than monthly with a few exceptions. This allows families to better plan and anticipate income which will be available while minimizing the need to meet with the Department and potentially interfere with employment.

2. Program Performance Results:

- a. Discuss the performance results achieved by each program in FY 07.

The number of households receiving assistance in FY 07 was below what was projected. We projected 11,125. The actual caseload was 8,976. We have noticed a slight increase in the first few months of FY 08. We will monitor this closely for FY 09. The average monthly benefit was projected at \$517. The actual was \$511 for FY 07. We expect it to increase in FY 08 and FY 09 as we implemented an increase in the payment amount and we have increased the income disregards. After adding our generous income disregards as well as child care, food stamps, medical assistance, car insurance and other supports provided by the Department, the average monthly benefit package is worth far more than the \$511, typically over \$1,200 per month. Please note that these "income disregards" provide encouragement / incentive and support employment opportunities by allowing families to keep more of their monthly government-funded cash assistance even after they get employed and start receiving income that would otherwise disqualify them from receiving TANF cash assistance.

- b. Explain how these results relate to the program's objectives and department's mission.

The Department is providing assistance and rehabilitative services to those who need support entering employment while encouraging and supporting employment and self-employment and pursuit of other benefits

such as Social Security and child support for individuals who are moving towards self-sufficiency within the identified time limit.

- c. Explain how the effectiveness of the program is measured (i.e.: outcomes, measures of effectiveness, benchmarks, etc.) and discuss the performance results achieved during the past two years.

The effectiveness of the program is measured by outcomes. The number of individuals participating in employment activities should continue to increase. The average monthly benefit per household should increase as standards increase and payments to support employment increase. The primary goal of the Department is to assist people to achieve sustainable self-sufficiency as quickly as possible within five years.

- d. Discuss actions taken by each program to improve its performance results.

Welfare reform legislation removed the entitlement status from the cash assistance program and appropriated a "block" grant. This Federal grant limits the time a family may receive assistance to a five year lifetime maximum and imposes an employment requirement. Federal regulations allow child-only cases and cases where there is a complaint of domestic violence to receive assistance past the time limit. In addition, there is a hardship exemption for up to 20% of the total caseload.

The Deficit Reduction Act further changed the law by eliminating all waivers, increasing participation and monitoring requirements and imposing participation requirements on households which used to claim Maintenance of Effort (MOE).

We have made a concerted effort to go into the community to explain our programs and to solicit input and assistance from the private and non-profit community. We are very interested in not duplicating services and meeting the needs of the community.

We have expanded our Social Security advocacy program, through our contract with the Legal Aid Society of Hawaii (LASH), to include the family population. It is important to access all available Federal funds in the effort to support self-sufficiency.

We have developed an interface with the child support system and the Department of Labor and Industrial Relations (DLIR) to expedite the receipt of information regarding employment and new income. This modification also eliminates the staff's need to access two systems. We have also improved the automation of communication between our work program system and our benefit issuance program. This allows for better communication between staff and more expedited implementation of changes.

We are continuing our contract to monitor medical disabilities. This allows us to standardize our requirements and plan more carefully and accurately for maximizing employment.

Our greatest effort continues to be meeting the employment requirements. Fifty percent (50%) of our population must meet Federal work participation requirements annually. Part of the problem is that as families become self-sufficient and leave the program, those who are left behind are often less employable. As a Department, we are focusing on these individuals and have increased our contracts to meet these needs.

So far, our extra efforts have paid off. Currently, for November 2007, seven of the ten statewide First-To-Work units are meeting and exceeding the Federal work participation requirements.

We have also amended our Administrative Rules to address new Federal TANF regulations. These changes make our policy more flexible which in turn will allow us to respond more quickly to the new regulations and avoid imposition of Federal financial penalties on the State.

We have implemented numerous system and policy changes to improve communication between staff, monitor performance of clients, improve Federal reporting, and access work programs and resources more expeditiously.

We have expanded our Grant Diversion (GD) program to include all families including those with adults who have some work restrictions. Our hope is to get as many families successfully employed as possible without using up their life time eligibility of 60 months.

- e. Please identify all modifications to your program's performance measures and discuss the rationale for these modifications.

This programs focuses on helping families become self sufficient within a time limit. Because of this, we have modified our program performance measures to measure these objectives. We will measure: the percentage of households exiting the system; percentage of households exiting in less than sixty months; the assistance caseload size; the non-assistance caseload size; the number of applications received and approved monthly; the average monthly benefits amount; the number of households required to participate in work activities and the number of households needing additional support.

3. Problems and Issues:

- a. Discussion of problems and issues encountered, if any.

The Deficit Reduction Act (DRA) of 2005 changed the regulations on claiming Maintenance of Effort (MOE) expenditures. These are State monies that must be expended to claim our Federal funds. Under the DRA, if any State money is spent on these cases, the cases must be claimed in our Federal work participation rate in order to be claimed for MOE. This created a problem as we were previously spending State funds on our-two parent households. We do not want to claim these cases in our work participation rate as the Federal work participation

requirement is that two-parent households must meet a 90% work participation rate, compared to the substantially easier 50% requirement for one-parent households.

We had to find a way to increase our State funds expenditure without claiming the two parent families and without requesting additional State funds. Working with our expert consultant, we found the best way to leverage non-profit agencies to meet our State funds MOE requirement.

- b. Program change recommendations to remedy problems. Non-profit agencies have allowed us to claim their State and other non-Federal funds as MOE. Their non-Federal funds not used for any other match and spend on TANF-like cases is being used to meet our State spending requirement. This will allow us to meet the Federal spending requirement without requesting or using additional State funds.
- c. Identify any program issues or problems that have affected or will affect the implementation of the program, and the corrective measures or remedies established or planned.

None

4. Expenditures for Fiscal Year 2007-2008:

	Appropriation FY 08	Collective Bargaining	Transfers In/Out	Restrictions	Available Resources	Estimated Expenditures
(Pos. Count)	0.00				0.00	0.00
Personnel Services	0				0	0
Other Current Expenses	79,182,284	0	0		79,182,284	79,182,284
Equipment						
Motor Vehicles						
Total Requirements	79,182,284	0	0	0	79,182,284	79,182,284
(Pos. Count) General Fund	0.00 38,182,284				0.00 38,182,284	0.00 38,182,284
(Pos. Count) Special Fund						
(Pos. Count) Federal Fund	0.00 41,000,000				0.00 41,000,000	0.00 41,000,000
(Pos. Count) Other Fund						

- a. Explain all transfers within the Program I.D. and the impact on the program.

None

- b. Explain all transfers between Program I.D.s and the impact on the program.

None

- c. Explain any restrictions and the impact on the program.

None

5. Supplemental Budget Requests for Fiscal Year 2008-2009:

	Act 213/SLH 2007 FY 09 Appropriation	Budget Request FY 09	Executive Supplemental Budget FY 09
(Pos. Count)	0.00		0.00
Personnel Services	0		0
Other Current Expenses	79,182,284.		79,182,284
Equipment			
Motor Vehicles			
Total Requirements	79,182,284	0	79,182,284
(Pos. Count)	0.00		0.00
General Funds	38,182,284		38,182,284
(Pos. Count) Special Funds			
(Pos. Count)	0.00		0.00
Federal Funds	41,000,000		41,000,000
(Pos. Count) Other Funds			

- a. Workload or program request:
None

6. Program Restrictions:

None

7. Capital Improvement Program (CIP) Requests for Supplemental Year 2008-2009:

None

8. Proposed Lapses of CIP Projects:

None

**SENATE COMMITTEE ON WAYS AND MEANS
BUDGET REQUESTS FOR SUPPLEMENTAL BUDGET 2009
JANUARY 17, 2008**

**LILLIAN B. KOLLER, DIRECTOR
DEPARTMENT OF HUMAN SERVICES**

**BENEFIT, EMPLOYMENT AND SUPPORT SERVICES DIVISION
FINANCIAL ASSISTANCE TO DISABLED INDIVIDUALS**

Program Structure Number: 06 02 01 07

Program I.D. and Title: HMS 212 – Cash Support for Aged, Blind and Disabled Individuals.

Page References in the Executive Budget Supplemental:

N/A

1. Introduction:

HMS 212 is a new budget program which combines the former HMS 202 and HMS 204. The households being served are the same as those served in the two former HMSs. We asked that the programs be combined because they service similar populations, adults without minor dependents who are aged or disabled. Having a single program allows us to better service the needs of the two populations in developing supportive services and maximizing possible Federal reimbursement from the Social Security Administration. **There is no Supplemental Budget request for this program.**

a. Summary of program objectives.

To provide financial support, within state appropriations, through direct monetary payments for food, clothing, shelter and other essentials to eligible individuals.

To maximize Federal reimbursement of these expenses and, through a medical review process, ensure that the moneys are being spent appropriately.

b. Description of program objectives.

Development and implementation of a statewide program for making cash payments to eligible applicants and recipients of General Assistance (GA) in conformity with State statutes, administrative rules and block grant funding.

Maintain the integrity of the program through corrective action initiatives to minimize ineligible payments and overpayments. Maximize Federal funding by ensuring that applicants are considered for Federally funded programs first, and that appropriate referrals are made to the Social Security Administration (SSA) through our partnership with the Legal Aid Society of Hawaii (LASH).

Minimize overpayments by ensuring that only eligible individuals receive assistance; maximize recovery activity.

Maintain a review process to standardize the disability determination and Supplemental Security Income (SSI) referral.

Development of requirements and penalties for compliance with treatment to expedite recovery and self-sufficiency.

c. Explanation of how program intends to meet its objectives in the upcoming supplemental year.

This is a 100% State funded program.

Effective FY 1996, in an effort to control escalating costs, the Legislature removed the entitlement status of General Assistance (GA) and appropriated a block grant.

The Department has implemented several changes. Assistance is provided to disabled adults without minor dependents. A medical board reviews all applicants and recipients who are not permanently disabled or receiving assistance based on their age. The board evaluates disability potential eligibility for SSI and compliance with treatment.

The Department has established administrative rules defining how and when payment amounts will be determined. This has allowed us to reasonably predict and plan for changes and schedule this occurrence.

The Department is providing monetary benefits to meet the basic needs of individuals who meet the categorical requirements of this program. In order to receive these benefits, a board of physicians or psychologists examines individuals. This board determines the extent and length of disability, type of treatment required and possible eligibility for SSI. The board guarantees that the same standard is being used for all applicants and recipients. In addition, the board verifies compliance with treatment. Compliance with recommended treatment is a condition of eligibility and these individuals must comply with prescribed treatment or their eligibility will be terminated.

The Department has extended the LASH contract for Supplemental Security Income (SSI) Advocacy. LASH advocates for potentially eligible clients from the point of application. This maximizes and expedites Federal reimbursement to the program.

The Department has modified its rules to be sure that individuals with physical and mental disabilities and those with a dual diagnosis are reviewed accurately. This is in an effort to protect the truly needy.

The Department constantly reviews those receiving Social Security benefits and those denied benefits to be certain their status cannot be improved.

2. Program Performance Results:

- a. Discuss the performance results achieved by each program in FY 07.

The caseload and the average monthly payment were very close to the projected amount. We are, however, concerned with a recent trend for the caseload to increase. After 10 years of decreases, FY 07 showed a modest increase. We are monitoring this closely as it could affect funding.

One hundred percent of the non-SSI applicants and on-going cases have been reviewed by the board of licensed physicians, psychologists and psychiatrists. This board has also reviewed treatment compliance on all of the cases.

LASH facilitated the reimbursement of \$2.1 million over the last fiscal year through their SSI advocacy efforts.

We are continuously monitoring and amending the advocacy process to expedite and increase the Federal reimbursement rate.

We have amended our procedures to protect the dual diagnosed disabled individuals to be sure their disabilities and abilities are accurately diagnosed and evaluated.

Our medical review process impacts this whole population. Part of the medical review process is to identify individuals potentially eligible for SSI benefits.

The average monthly payment was slightly higher than projected. We increased the assistance standard for the first time since 1994.

- b. Explain how these results relate to the program's objectives and department's mission.

The moneys in this program are being spent appropriately. The individuals receiving benefits are eligible for these benefits based on disability determined by an appropriately qualified board of professionals, and the recipients are complying with required treatment. We are also maximizing the reimbursement of Federal dollars to the State.

- c. Explain how the effectiveness of the program is measured (i.e.: outcomes, measures of effectiveness, benchmarks, etc.) and discuss the performance results achieved during the past two years.

The program effectiveness is measured through outcomes. Primarily, we attempt to verify that we are assisting those most in need, that our

outreach efforts have been successful, and that we are maximizing the receipt of Federal dollars.

We measure the number of individuals approved for SSI, the amount of Federal dollars returned to the State and the medical review process. These measurements have resulted in decreased expenditures of State dollars.

The greatest impact to our eligible population is the immigration laws and the welfare reform law. This category has the largest non-citizen population. Whomever the Social Security Administration (SSA) is not allowed to service affects who requests State funded assistance.

- d. Discuss actions taken by each program to improve its performance results.

The Department is continuously reviewing the SSI advocacy project to determine if adjustments will increase reimbursements and expedite the process.

The Department has amended the medical review process to improve its effectiveness and credibility. We developed and issued procedures to clarify the medical review process, especially for those individuals who have both physical and psychiatric problems and to extend the period to request that additional information be considered in the determination.

The Department has promulgated administrative rules to more clearly explain the process being used to determine the grant amount. This process enables the Department to remain within the budget appropriation.

We will continue to monitor the LASH advocacy project and our medical review process to accurately diagnose and treat individuals and to maximize Federal reimbursements.

- e. Please identify all modifications to your program's performance measures and discuss the rationale for these modifications.

We modified our performance measures to more specifically measure our goals. We measure the percent of cases referred to SSA that are approved; applications that are received monthly; applications approved monthly; and average monthly payment per recipient.

Our purpose is to truly service the elderly and disabled, and to maximize their benefits. These measures will more accurately reflect these goals and allow us to monitor our progress

3. Problems and Issues:

- a. Discussion of problems and issues encountered, if any.

None

- b. Program change recommendations to remedy problems.

None

- c. Identify any program issues or problems that have affected or will affect the implementation of the program, and the corrective measures or remedies established or planned.

None

4. Expenditures for Fiscal Year 2007-2008:

	Appropriation FY 08	Collective Bargaining	Transfers In/Out	Restrictions	Available Resources	Estimated Expenditures
(Pos. Count)	0.00				0.00	0.00
Personnel Services					0	0
Other Current Expenses	31,055,304				31,055,304	31,055,304
Equipment					0	0
Motor Vehicles					0	0
Total Requirements	31,055,304	0	0	0	31,055,304	31,055,304
(Pos. Count) General Fund	0.00 31,055,304					0.00 31,055,304
(Pos. Count) Special Fund						
(Pos. Count) Federal Fund						
(Pos. Count) Other Fund						

- a. Explain all transfers within the Program I.D. and the impact on the program.

None

- b. Explain all transfers between Program I.D.s and the impact on the program.

None

- c. Explain any restrictions and the impact on the program.

None

5. Supplemental Budget Requests for Fiscal Year 2008-2009:

	Act 213/SLH 2007 FY 09 Appropriation	Budget Request FY 09	Executive Supplemental Budget FY 09
(Pos. Count)			0
Personnel Services			0.00
Other Current Expenses	31,055,304		31,055,304
Equipment			0
Motor Vehicles			0
Total Requirements	31,055,304	0	31,055,304
(Pos. Count)	0.00		0.00
General Funds	31,055,304		31,055,304
(Pos. Count) Special Funds			
(Pos. Count) Federal Funds			
(Pos. Count) Other Funds			

a. Workload or program request:

None

6. Program Restrictions

None

7. Capital Improvement Program (CIP) Requests for Supplemental Year 2008-2009:

None

8. Proposed Lapses of CIP Projects:

None

**SENATE COMMITTEE ON WAYS AND MEANS
BUDGET REQUESTS FOR SUPPLEMENTAL BUDGET 2009
JANUARY 17, 2008**

**LILLIAN B. KOLLER, DIRECTOR
DEPARTMENT OF HUMAN SERVICES**

**BENEFIT, EMPLOYMENT AND SUPPORT SERVICES DIVISION (BESSD)
FOOD STAMP WORK PROGRAM**

Program Structure Number: 06 02 05

Program I.D. and Title: HMS 237 – Employment and Training

Page References in the Executive Budget Supplemental:

None

1. Introduction:

The Employment and Training Program is a work program for recipients of Food Stamps. This Program is mandatory to all Food Stamp recipients who are able-bodied and not otherwise required to meet work program requirements under the Federal Temporary Assistance for Needy Families program. **There is no Supplemental Budget request for FY 09 for this program.** The FY 08 budget for HMS 237 is funded with 70.9% (\$1,197,541) Federal funds and 29.1% (\$491,214) State general funds.

a. Summary of program objectives.

To maximize the number of Employment and Training (E&T) participants who are able to obtain and maintain employment.

b. Description of program objectives.

This is an ongoing program mandated by the Food Security Act of 1985, and was implemented in the State of Hawaii in April 1988. The E&T Program strives to improve the employability and earning power of food stamp recipients by offering the following services: (1) intake and assessment; (2) plan development; (3) component placement; (4) job

placement; (5) case management services; and (6) linkage to child care services.

The Personal Responsibility and Work Opportunity Reconciliation Act (PRWORA) of 1996 established Food Stamp Program work requirements and participation time limits for non-exempt, able-bodied adults without dependents (ABAWDs). To retain eligibility to receive Food Stamps beyond three (3) months, these individuals must either work 20 hours or more per week (averaged monthly) or participate in and comply with the requirements of the E&T Program. The participant cannot enroll in job search only. They must be participating in an additional activity or a combination of activities, such as work experience and/or education.

The Federal Food Stamp Employment and Training guidelines strictly limit the service and assistance that can be provided by the State. Program participation is generally focused on paid employment activities and the latitude to provide clients with training to improve their employability is limited. This has made it difficult to serve the E&T population, especially the ABAWDs, who lose their eligibility for Food Stamps, and also their access to E&T services, if they do not meet the work program requirements within the first 90 days of assistance.

The Department is now serving the ABAWD population within its allocation to the fullest extent possible. Barring the amendment of current Federal work program guidelines, it will be difficult to expand program services.

The major activities of the E&T Program will continue to focus on improving the employability and earning power of the participants. The activities will include employment preparation services such as assessment and/or testing of skill level, employability development planning, job search skills training, independent job search, and linkage with community based employment and training programs. Other

activities may include GED or equivalency preparation and English as a second language. Other basic core services will include work experience, vocational skills training, and case management.

The aforementioned activities will be accomplished through contractual agreements with other departments and agencies.

- c. Explain how your program intends to meet its objectives in the upcoming supplemental year.

The major activities of the E&T Program will remain directed toward improving the employability and earning power of the participants. This will be accomplished through contractual agreements with other departments and agencies to provide employment preparation activities such as assessment and/or testing of skill level, employability development planning, job search skills training, independent job search, linkage with community based employment, and training programs. Other linkages may include GED or equivalency preparation and English as a second language. Other basic core services will include work experience, vocational skills training, and case management.

The program will continue to implement the exemption system on Oahu, Hilo, Kona, Kauai, Maui, and Molokai (Lanai has a waiver on mandatory E&T participation) and is authorized by the USDA to offer exemptions to 15% of the ABAWD population, approximately 2,107 exemptions based on the number allowed for Federal fiscal year 2008. These are the maximum exemptions allowed at any given time, and can be reassigned to a new participant after the current recipient either leaves the program or loses eligibility for the exemption.

In order to be exempt from ABAWD work requirements, clients must be active in the E&T program. The program will be authorized to grant exemptions to the following individuals:

1. The participant has completed a prescribed amount of job search, and has proven good faith by complying with an active work requirement. The participant will be allowed to continue eligibility through continued work search.
2. The participant is working less than the required 20 hours per week, but for at least 10 hours per week, if the number of work hours is limited by the nature of the job.
3. The participant is enrolled in GED or ESL classes, even though less than 20 hours per week.
4. The participant for whom English is not his/her primary language, and who may be having difficulty finding work regardless of his/her level of education.
5. Other extenuating circumstance, as determined by the E&T worker.

2. Program Performance Results:

- a. Discuss the performance results achieved by each Program in FY 07.
 - 1). Performance Results for FY 2007 were as follows:
 - 1,235 intakes into the E&T Program during FY 2007.
 - 1,693 clients were served during FY 2007.
 - During FY 2007 a total of 1,198 clients were employed.
 - During FY 2007 a total of 136 clients were in an Adult Education component.
 - During FY 2007 a total of 146 clients were in a vocational training component.
 - During FY 2007 a total of 355 clients were involved in work experience.
 - During FY 2007 a total of 229 clients were in job readiness components.
 - During FY 2007 there were a total of 242 exits due to employment.
 - During FY 2007 the average wage at exit was \$10.05 per hour and the median wage was \$7.25 per hour.

- b. Explain how these results relate to the program's objectives and department's mission.

The E&T Program's goal is to improve the employability of participants as mandated by the Food Security Act of 1985 and Title VIII of the PRWORA of 1996. The results also relate to the Department's goal of Self and Family Preservation -- "To maximize individual and family stability and self-sufficiency."

- c. Explain how the effectiveness of the program is measured (i.e.: outcomes, measures of effectiveness, benchmarks, etc.) and discuss the performance results achieved during the past two years.

The effectiveness of the Program is measured by: 1) monitoring the percentage of E&T participants who are employed and receive benefit reduction as a result of employment; and 2) the percentage of participants who exit due to employment. Please see Section II.A. above for actual performance results achieved in FY 2007.

- d. Discuss actions taken by each program to improve its performance results.

The E&T Program maintains close working relationships with numerous existing services within the community. Such relationships have been established with the Department of Labor and Industrial Relations, the Department of Education, the University of Hawaii-Community Colleges, the Department of Health, the City and County and numerous private service agencies. The Department took steps to utilize a direct referral approach between the programs to process customers in a timely manner. This has resulted in a more expeditious means to provide service. This practice is anticipated to continue.

- e. Please identify all modifications to your program's performance measures and discuss the rationale for these modifications.

None

3. Problems and Issues:

- a. Discussion of problems and issues encountered, if any.

None

- b. Program change recommendations to remedy problems.

None

- c. Identify any program issues or problems that have affected or will affect the implementation of the program, and the corrective measures or remedies established or planned.

None

4. Expenditures for Fiscal Year 2007-2008:

	Appropriation FY 08	Collective Bargaining	Transfers In/Out	Restrictions	Available Resources	Estimated Expenditures
(Pos. Count)	0.00				0.00	0.00
Personal Services					0	0
Other Current Expenses	1,688,755				1,688,755	1,688,755
Equipment					0	0
Motor Vehicles					0	0
Total		0	0	0		
Requirements	1,688,755				1,688,755	1,688,755
(Pos. Count)	0.00				0.00	0.00
General Fund	491,214				491,214	491,214
(Pos. Count)					0.00	0.00
Special Fund					0	0
(Pos. Count)	0.00				0.00	0.00
Federal Fund	1,197,541				1,197,541	1,197,541
(Pos. Count)					0.00	0.00
Other Fund					0	0

- a. Explain all transfers within the Program I.D. and the impact on the program.

None

- b. Explain all transfers between Program I.D.s and the impact on the program.

None

- c. Explain any restrictions and the impact on the program.

None

5. Supplemental Budget Requests for Fiscal Year 2008-2009:

	Act 213/SLH 2007 FY 09	Budget Request	Executive Supplemental Budget
	Appropriation	FY 09	FY 09
(Pos. Count)	0.00		0.00
Personal Services			0
Other Current Expenses	1,688,755		1,688,755
Equipment			0
Motor Vehicles			0
Total Requirements	1,688,755	0	1,688,755
(Pos. Count)	0.00		0.00
General Funds	491,214		491,214
(Pos. Count)			0.00
Special Funds			0
(Pos. Count)	0.00		0.00
Federal Funds	1,197,541		1,197,541
(Pos. Count)			0.00
Other Funds			0

- a. Workload or program request:

None

6. Program Restrictions

None

7. Capital Improvement Program (CIP) Requests for Supplemental Year 2008-2009:

None

8. Proposed Lapses of CIP Projects:

None

**SENATE COMMITTEE ON WAYS AND MEANS
BUDGET REQUESTS FOR SUPPLEMENTAL BUDGET 2009
JANUARY 17, 2008**

**LILLIAN B. KOLLER, DIRECTOR
DEPARTMENT OF HUMAN SERVICES**

**BENEFIT, EMPLOYMENT AND SUPPORT SERVICES DIVISION (BESSD)
CHILD CARE PAYMENT PROGRAM**

Program Structure Number: 06 01 04

Program I.D. and Title: HMS 305 – Cash Support for Child Care

Page References in the Executive Budget Supplemental:

N/A

1. Introduction:

The Department's Benefit, Employment and Support Services Division (BESSD) administers, through HMS 305, the child care payments in the Child Care Connection Hawaii (CCCH) program. The HMS 305 program provides subsidies to low-income families to pay for child care while parents work or attend school. These subsidies are critical to families as they attempt to become self-sufficient. **There is no Supplemental Budget request for FY 09 for this program.** HMS 305 is funded with approximately 40% State funds and 60% Federal funds.

a. Summary of program objectives.

To provide child care subsidies which promote the self-sufficiency of low-income families who are employed or in approved training or education.

b. Description of program objectives.

To support program objectives, the HMS 305 program provides payment assistance to eligible families to pay for child care services so that the parents can work or attend education or job training.

The objectives of the program are to provide child care subsidies which promote the self-sufficiency of low-income families who are employed or in approved training or education.

The activities of the CCCH program are to provide child care subsidies and support services to eligible families. CCCH targets employed parents, or parents in education or training programs, or children in need of child care for protective service reasons. In FY 07, the Department issued approximately \$42.6 million for an average of 22,429 active families receiving child care payment assistance for 28,882 children.

- c. Explanation of how program intends to meet its objectives in the upcoming supplemental year.

The HMS 305 program supports recipients of public assistance, employed parents, parents in education or training programs, or children in need of child care for protective reasons by providing child care subsidies.

The Department has implemented the Governor's Early Childhood Education Initiative focusing on school readiness and professional development of preschool teachers, increased access to preschools and child care subsidies. The Department is continuing to work in conjunction with the child care community, Legislature, Office of the Governor, and other government agencies to implement Early Learning Guidelines and professional development standards that will assist in school readiness initiatives in all settings.

The Department has implemented, through the adoption of a new subchapter 4 to the Hawaii Administrative Rules Chapter 17-798.1, Child Care Services, the quality incentive payment program for the child care providers (preschools and home-based providers) who care for children who receive child care subsidies through the Department, to improve the quality and availability of child care. The new quality incentive payments are based on adoption of Hawaii Preschool Content Standards and/or Professional Development Standards.

The Department is continuing to enroll eligible children in the Preschool Open Doors (POD) Program. The POD Program is designed to provide preschool experience to 4 years olds who would be eligible to enter kindergarten when they turn 5 years of age. As of December 2007, there

are 1,291 children enrolled in the POD program compared to an average monthly enrollment of 1,151 per month during the last fiscal year. Further, the Department has added 533 additional preschool slots to date.

The Department has implemented a new teacher waiver policy to allow preschools to continue to operate their preschool programs while working with aides to become teacher qualified in order to increase the pool of qualified individuals in the early childhood field.

Further, the Department has implemented the increased child care rates for the providers and income eligibility for more gap group families to get child care subsidies.

The Department is expecting that the caseload will grow for FY 2009. For FY 2008, the Department expects that the average caseload will exceed the 16,000 projection for average caseload before the end of the fiscal year.

2. Program Performance Results:

- a. Discuss the performance results achieved by each Program in FY 07.
 - 1). Performance results for FY 2007 were as follows:
 - There were 22,429 active families receiving child care payment assistance for 28,882 children.
 - Payments totaling \$42,629,105 were made to families.
 - Number of family child care homes licensed: 620
 - Number of group care centers (includes group child care homes, before and after school, and infant toddler centers): 626
 - Licensed child care slots available: 35,723.
- b. Explain how these results relate to the program's objectives and department's mission.

HMS 305 provides child care subsidies and support services to eligible families. This relates to the Departmental goal of Self and Family Preservation: "To maximize individual and family stability and self-sufficiency."

- c. Explain how the effectiveness of the program is measured (i.e.: outcomes, measures of effectiveness, benchmarks, etc.) and discuss the performance results achieved during the past two years.

The program's effectiveness is measured by the number of children receiving child care subsidies, within the available funding levels, and the families who are able to participate in employment or employment-related activities due to receipt of child care subsidies. During FY 2007, there were 22,429 active families receiving child care payment assistance for 28,882 children.

Families on both the TANF and TAONF programs are an important target group for child care payments. The program goal is to provide child care stipends to 100% of the families in these programs who need child care assistance to fulfill program requirements that lead to employment and self-sufficiency. This goal was met in FY 2007. In FY 2007, an average of 2,209 children was served per month.

In addition, the program attempts to serve as many working non-TANF families as can be served within funding limits, and is committed to ensuring that eligible working parents receive child care stipends and remain off of financial assistance programs. In FY 2007, an average of 7,500 child care slots per month were provided to working non-TANF families, enabling the parents to remain employed.

- d. Discuss actions taken by each program to improve its performance results.

Close coordination is maintained with the following DHS programs: HMS 301, Child Protective Services; HMS 236, Case Management for Self-Sufficiency; and HMS 302, General Support for Child Care Services. In addition, CCCH coordinates with other community child care programs including HeadStart, the Kamehameha Schools Early Education Program, People Attentive to Children (PATCH) Resource and Referral Services, the Department of Education, the Department of Health, the Department of the Attorney General, Alu Like, the University of Hawaii, and the community college system.

High quality care is important to the proper preparation of the child for success in kindergarten and beyond. In this regard, the Department has been working closely with the community and the Department of Education to enhance school readiness programs and resources that will permit parents to select from high quality options to prepare their children for further schooling and the world of work.

- e. Please identify all modifications to your program's performance measures and discuss the rationale for these modifications.

None

3. Problems and Issues:

- a. Discussion of problems and issues encountered, if any.

None

- b. Program change recommendations to remedy problems.

None

- c. Identify any program issues or problems that have affected or will affect the implementation of the program, and the corrective measures or remedies established or planned.

None

4. Expenditures for Fiscal Year 2007-2008:

	Appropriation FY 08	Collective Bargaining	Transfers In/Out	Restrictions	Available Resources	Estimated Expenditures
(Pos. Count)	0.00				0.00	0.00
Personnel Services						
Other Current Expenses	56,662,565				56,662,565	56,662,565
Equipment						
Motor Vehicles						
Total Requirements	56,662,565	0	0	0	56,662,565	56,662,565
(Pos. Count)	0.00				0.00	0.00
General Fund	22,411,811				22,411,811	22,411,811
(Pos. Count) Special Fund						
(Pos. Count)	0.00				0.00	0.00
Federal Fund	34,250,764				34,250,764	34,250,764
(Pos. Count) Other Fund						

- a. Explain all transfers within the Program I.D. and the impact on the program.

None

- b. Explain all transfers between Program I.D.s and the impact on the program.

None

- c. Explain any restrictions and the impact on the program.

None

5. Supplemental Budget Requests for Fiscal Year 2008-2009:

	Act 213/SLH 2007 FY 09 Appropriation	Budget Request FY 09	Executive Supplemental Budget FY 09
(Pos. Count)	0.00		0.00
Personnel Services			
Other Current Expenses	56,662,565		56,662,565
Equipment			
Motor Vehicles			
Total Requirements	56,662,565	0	56,662,565
(Pos. Count)	0.00		0.00
General Funds	22,411,811		22,411,811
(Pos. Count) Special Funds			
(Pos. Count)	0.00		0.00
Federal Funds	34,250,754		34,250,754
(Pos. Count) Other Funds			

a. Workload or program request:

None

6. Program Restrictions

None

7. Capital Improvement Program (CIP) Requests for Supplemental Year 2008-2009:

None

8. Proposed Lapses of CIP Projects:

None

**SENATE COMMITTEE ON WAYS AND MEANS
BUDGET REQUESTS FOR SUPPLEMENTAL BUDGET 2009
JANUARY 17, 2008**

**LILLIAN B. KOLLER, DIRECTOR
DEPARTMENT OF HUMAN SERVICES**

**SOCIAL SERVICES DIVISION
CHILD PROTECTIVE SERVICES**

Program Structure Number: 06 01 03

Program I.D. and Title: HMS 301 – Child Protective Services

Page References in the Multi-Year Program and Financial Plan:

Volume II; Pages 486 - 487

1. Introduction:

The Child Protective Services (CPS) program provides protective and permanency services to children and families. The HMS 301 program is funded with approximately 44% State general funds, 55% Federal funds and 1% special funds. **The Supplemental Budget requests the conversion of one temporary position to permanent position and an increased Federal ceiling to cover higher Federal fringe benefits.**

a. Summary of program objectives.

To enable children at risk of abuse/neglect to live in a safe and secure environment by providing in-home and out-of-home social services that benefit the children and their families.

b. Description of program objectives.

CPS has two paramount program objectives:

1. Safety: Provide for the safety and well-being of children.

2. Permanency: Return children to a safe home with parents or legal caretakers or provide an alternate safe, permanent home.

c. Explanation of how program intends to meet its objectives in the upcoming supplemental year.

The program intends to meet its objectives by providing the following Child Protective Services: intake, assessment, case management, foster care, adoption, independent living, and licensing of foster family boarding homes, child placing organizations and child caring institutions.

2. Program Performance Results:

- a. Discuss the performance results achieved by each Program in FY 06 and FY 07.

In FY 03, the Department undertook the coordination and implementation of Hawaii's Federal Child and Family Services Review (CFSR). The CFSR is the single most important Federal review of a state's child welfare system, measuring systemic capabilities and effectiveness of its programs and services. Using CFSR findings, a state is required to successfully develop and implement a Program Improvement Plan (PIP). Hawaii's two-year PIP was approved by the Federal Administration for Children and Families (ACF) on July 1, 2004. The successful accomplishment of the PIP on June 30, 2006, maintenance of systemic improvements that were accomplished during the PIP, and preparation for the upcoming 2009 CFSR have been major factors in all aspects of our HMS 301 CPS program.

The Department has adopted Federal child welfare outcomes for performance monitoring. The outcomes listed below are for the reporting period July 2006 through June 2007.

Goal 1: Reduce the recurrence of child abuse and/or neglect

Measure: Of all children who were victims of confirmed child maltreatment during the reporting period, what percentage had another confirmed report within a 6 month period?

For FY 06, only 3.0% or 62 children had another confirmed report within six months, surpassing the national standard of 6.1%.

For FY 07, only 2.2% or 41 children had another confirmed report within six months, surpassing the national standard of 6.1%.

In April 2007, Director Koller was selected to receive the 2007 Administration on Children, Youth and Families Commissioner's Award for her exceptional contribution to the prevention and treatment of child abuse and neglect in Hawaii. The award recognized the Director and the Department for reducing the number of children removed from their homes by 30 percent, increasing access to community-based services for families with children and improving the skills and qualifications of Child Protective Services staff and foster families.

Goal 2: Reduce the incidence of child abuse and/or neglect in foster care

Measure: Of all children who were in foster care during FY 07, what percentage were the subjects of confirmed maltreatment by a foster parent or facility staff?

In FY 06, 1%, or 47 children in foster care were subject to confirmed maltreatment by a foster parent or facility staff.

In FY 07, 0.60% or 25 children in foster care were subject to confirmed maltreatment by a foster parent or facility staff. This significantly improved outcome is slightly above the national standard of 0.57%.

Through our Hui Ho'omalua contract with the Partners In Development Foundation (PIDF), the Department has standardized recruitment, screening and home studies processes and enhanced training and ongoing support and retention of foster/resource families. The Hui partnership includes PIDF, Catholic Charities Hawaii, Foster Family Programs of Hawaii, Kokua Ohana and a consortium of other community providers to increase services, resources and support for children and all families—birth, relatives, foster/resource families.

Goal 3: Reduce time in foster care to reunification, without increasing re-entry

Measure: Of all children who were reunified with their parents or caregivers, what percentage were reunified within 12 months from the latest removal from the family home?

In FY 06, the Department exceeded the national standard of 76.2%. 78.9% or 919 children were reunified with their parents or caregivers within 12 months from their entry into foster care,

In FY 07, 75.9% or 835 children were reunified with their parents or caregivers within 12 months from their entry into foster care, slightly less than the national standard of 76.2%.

For the first quarter of FY 08, 77.5% or 221 children were reunified with their parents or caregivers within 12 months from their entry into foster care which again exceeds the national standard of 76.2%

Delays in reunification occur for many reasons including the multiple treatment needs of many of our families that require more than 12 months to successfully address to ensure the safety of children when we return them to a safe family home.

Goal 4: Reduce foster care re-entries

Measure: Of all children who entered foster care, what percentage re-entered foster care within 12 months of a prior foster care episode?

In FY 06, 12.1% or 212 children were reunified with their parents or caregivers and re-entered foster care within 12 months of a prior foster care episode. This figure is above the national standard of 8.6%.

In FY 07, 13.9% or 217 children were reunified with their parents or caregivers and re-entered foster care within 12 months of a prior foster care episode. This figure is above the national standard of 8.6%.

To address this area, we have continued our collaboration with the University of Hawaii through data analysis, research, literature search and ongoing evaluation of CPS cases to identify the reasons why children are re-entering foster care and develop effective strategies to decrease the foster care re-entry rate to meet or exceed the national standard for this measure.

Goal 5: Reduce time in foster care to adoption

Measure: Of all children who exited foster care to a finalized adoption, what percentage exited care within 24 months from the latest removal from home, surpassing the national standard of 32.0%.

In FY 06, we surpassed the national standard, with 36.5% of children in out-of-home care exiting care to adoption within 24 months from their latest removal from the home.

In FY 07, we again surpassed the national standard, with 34.3% of children in out-of-home care exiting care to adoption within 24 months from their latest removal from the home.

- The National Adoption Excellence Awards were established by the U.S. Department of Health and Human Services in 1997 as a way of recognizing outstanding accomplishments in achieving permanency for America's children waiting in foster care for permanent homes. The Department was recognized on December 12, 2007 in the category of "Child Welfare System Improvement " for progress in promoting adoptions in recent years through a coordinated and multi-faceted approach in collaboration with the Family Court and community and faith-based organizations.

November was first proclaimed as National Adoption Month by President Gerald Ford in 1976. For the first time on Saturday,

- November 17, 2007, Hawaii joined our counterparts across the country in celebrating this event by finalizing 16 adoptions on one mass adoption day. The Oahu court house was opened for this festive event. Partners In Development Foundation, HOPE INC., Catholic Charities of Hawaii, Hawaii Foster Family Program, Child and Family Services, Hawaii Heart Gallery and Hawaii Adoption and Permanency Alliance partnered with the Judiciary, the Department of Attorney General and the Department of Human Services to make it a very special day for 16 children who were adopted and their adoptive families.

Goal 6: Increase placement stability

Measure: Of all children served who had been in foster care, what percentage had no more than two placement settings during that time period?

In FY 06, 82.2% or 1,680 children experienced two or fewer placements within their first twelve months of care.

In FY 07, 85.4% or 1,462 children experienced two or fewer placements within their first twelve months of care, a significant improvement over FY 06 but still slightly below the national standard of 86.7%.

The national standard is a count of the number of times a child changes placement. It does not take into consideration the reasons a child may have been moved, which include changes that are beneficial to a child such as a move from a foster home to an adoptive home or a change in placement from a non-relative to a relative placement

We believe our improvement in this outcome is a result of our aggressive efforts to identify, recruit, train, license and support foster parents through Hui Hoomalu.

- b. Explain how these results relate to the program's objectives and department's mission.

The FY 07 performance results reflect the Department's efforts to successfully meet or exceed the goals of safety, permanency and well-being for children.

- c. Explain how the effectiveness of the program is measured (i.e.: outcomes, measures of effectiveness, benchmarks, etc.) and discuss the performance results achieved during the past two years.

The effectiveness of the program is measured using Federally mandated outcome indicators that provide both qualitative and quantitative measures of children receiving services from the Department's CPS program. See Section II. A, for a discussion of the measures of program effectiveness and results.

Since FY 03, program effectiveness has been measured by the State's CFSR and PIP. The CFSR review examined outcomes of services provided to children and families and identified systemic factors that affect positive program outcomes. The CFSR identified program needs and strengths to develop the PIP. The PIP, which was reviewed and approved by ACF, contained the goals, action steps, benchmarks and timelines the Department agreed to accomplish in order to address the areas needing improvement identified in the CFSR.

As part of the PIP, our HMS 301 CPS program established the following Key Priorities:

- Ensure child safety by a timely response to all reports of child abuse and neglect accepted for investigation by CPS
- Conduct ongoing safety, risk, and needs assessments on all children and families in cases active with CPS
- Ensure that every family and every child, as appropriate, are actively involved in developing their case plan

Ensure that every child in our care, every family, and every foster family are visited at least once a month by the assigned caseworker

- and afforded the opportunity of a face-to-face interview in cases active with CPS

Hawaii successfully achieved substantial systemic improvements to successfully address areas that the CFSR identified as needing improvements and has avoided financial sanctions.

However, despite aggressive and intensive efforts, the Department is still struggling to meet two of the national data standards: Stability of Foster Care Placements and Reentry into Foster Care.

The Department also has made and maintained significant and successful progress as a result of the implementation of the PIP. Some of our more significant accomplishments include:

- Successfully implemented a Differential Response System (DRS) on December 16, 2005 that prioritizes intake referrals and utilizes community-based service providers to meet the need for family strengthening services (FSS) or voluntary case management (VCM) services as alternatives to CPS intervention.

As a result of our promising outcomes, the Department was invited to present at two national conferences -- National Differential Response Conference in Long Beach California from November 17-19, 2007 and the Children's Bureau Conference for Agencies and Courts from December 10 – 13, 2007. Our outcomes as of October 31, 2007 are as follows:

- ❖ 4,217 families were referred for CPS investigations of allegations of abuse or neglect.
- ❖ 1,188 families were referred for VCM services from CPS intake.
- ❖ 2,447 families were referred for FSS services from CPS intake.
- ❖ Recurrence of child abuse and/or neglect decreased from 5.7% in SFY 2004 to 2.2% in SFY 2007. Currently at 1.5%. We are far exceeding the national standard of 6.1%.

- ❖ 38% of Referrals to CPS intake are being triaged to the FSS and VCM programs.
- ❖ Approximately 15% of referrals to FSS and VCM are returned due to safety concerns.
- ❖ Children in out-of-home care decreased by approximately 20% since the implementation of the DRS.
- ❖ The average caseload for each CPS worker has decreased from 24 to 18 cases.

Improved assessment and decision-making through application of updated intake screening, safety, risk and needs assessment tools. We have also requested and received technical assistance from the National Resource Center for Child Protection (NRCCPS) to conduct quality case reviews and trainings for CPS, FSS and VCM staff to identify implementation and casework challenges and solutions that involved all of the CPS and community partners.

- Expanded community-based services (including FSS, provision of VCM services, home-based individual and family counseling, enhanced funding for transportation, outreach and visitation services, substance abuse treatment, parenting and other life skills training, enhanced Healthy Start early intervention home visitors with child development and substance abuse components) for incarcerated parents with children transitioning back to the community, and intensive mentoring of at-risk youth and their families.
- Increased efforts to partner with Hawaiian and faith-based communities to seek out relatives, preserve cultural connections and to recruit, retain and support foster and adoptive families.
- Increased funding and expanded use of Ohana Conferencing (OC) to involve families and youth in case planning. The expansion also included a "Family Finding" component in 2007 that promotes family connections between children in foster care and their family. It should

be noted that OC was cited by ACF as a *"promising practice"* for other States to consider and replicate.

- Implemented a communication plan keeping staff and community partners informed of the changes through Policy Announcements, community meetings, extensive training, and utilization of website postings and newsletter discussions, e.g., Hawaii Foster Parent Association and Hui Hoomalu newsletters and websites. As part of this effort, during, and subsequent to the completion of the PIP, the Department provided community meetings and trainings sessions that, for the most part, were open to stakeholders as well as CPS staff.
- Maintained ongoing efforts to strengthen the roles of Section Administrators and Supervisors to move/oversee cases through the system, to direct critical decisions, and ensure quality of work and compliance with policy, procedures and achievement of outcomes by providing guidance, consultation and technical assistance in performance management from the successful Maui management team, through use of supervisory and administrative reviews, new supervisory training from the University of Hawaii, School of Social Work's Training Academy and participation in the continuous quality improvement (CQI) process.
- Provided community and State training through partnering with National Resource Centers (NRC's), e.g., National Resource Center for Adoption; National Resource Center for Family-Centered Practice and Permanency Planning, National Resource Center for Child Protection, AdoptUSKids and others.
- Collaborated with the Child Welfare League of America and Casey Family Programs to conduct Hawaii specific research on decision-making related to the placement of children by the Department. The research was completed in December 2007. A final written report is expected in June 2008. The findings indicated that Hawaiian and Part Hawaiian children are over-represented in foster care. Casey Family

Programs has also committed to assist DHS in building on our current family-focused work such as our ongoing implementation and improvement of the DRS, Ohana Conferencing, family finding, priority of relative placement and siblings placed together to develop a true family engagement model of practice in Hawaii.

- Partnered with the University of Hawaii School of Nursing to develop a pilot to better meet the health needs of foster children.
- Community partnership to construct an emergency shelter facility (Receiving Home) for abused and neglected children in Waianae. The Receiving Home will serve about 15 children, newborn to 17 years of age. Placement preference will be given to children from the Waianae Coast. The project received a donation of \$1,000,000 to build the facility and a commitment of \$400,000 annually for ongoing operational costs from the Michael Wood Foundation. The Receiving Home will provide Waianae with a much needed emergency shelter facility to ensure that abused and neglected children can be safely maintained in close proximity to their homes, sibling groups can be kept together, children can be maintained in their schools, encourage family connections, provide a safe place for parents to visit with their children, and the community will have the opportunity to be involved in the project, from initial planning to staffing and volunteering at the receiving home.

The Department has been able to sustain and enhance improvements to our child welfare system that ensure the safety and well-being of our children. We greatly appreciate the ongoing commitment of our CPS staff, community partners, purchase of service providers, the Family Courts, the Legislature, and the many others who have stepped forward to help us in our efforts.

- d. Discuss actions taken by each program to improve its performance results.

The Department continues to emphasize a range of services directed at strengthening the family unit and helping children remain in their own homes. The Department is also increasing its concurrent efforts to place children in adoptive and other permanent placements.

The CPS program is more effectively using the resources currently available to the Department. This is a part of our ongoing strategy to enhance family strengthening and voluntary service programs and to increase the use of existing community resources, thus providing a wider array of services to support and strengthen at-risk children and their families.

During FY 2007, Hawaii has continued to explore opportunities for ongoing specialized training for managers, workers, supervisors and paraprofessionals through the National Resource Center network, Child Welfare League of America, the Casey Family Programs, universities, individual contractors and national, local and community training providers such as those noted below:

Strengths-Oriented Practice:

- The Department continues to work in partnership with the University of Hawaii, School of Social Work, on an innovative work study program for social worker students interested in completing a Masters of Social Work degree (MSW). This has helped in addressing the chronic vacancies in social worker positions in the CPS Branch.
- Expanded availability of Ohana Conferencing to facilitate family and youth involvement in case planning has been a major contributing factor in the Department successfully meeting its objective regarding family and youth involvement in case planning. Ohana Conferencing is a family decision-making practice that is used to develop and implement safety and permanency plans agreed upon by family members. First started as a pilot project in 1995, Ohana Conferencing

has helped more than 3,000 families since 1998. In FY 07, 1,424 Ohana Conferences were conducted. In addition, 296 Youth Circles were conducted, making for more than 1,600 total conferences in SFY 2007. Ohana Conferencing enlists the support of key family members and other supports to the family to work with the Department to address and resolve child safety issues. We have expanded the availability of the Ohana Conferences to all parties in a CPS case, funded outreach into the community to provide information on the Conferences to potential participants, increased the number of Conferences available, and added Youth Circle Conferences for youth who are exiting the foster care system, to reconnect them with members of their extended family who can offer support and encouragement. We also implemented "Family Finding Initiative" in 2007 which is accessed at the initiation of a CPS case to identify, locate, contact and enlist appropriate family members who can provide support to children in out-of-home care.

- Continued our collaboration with the University of Hawaii, School of Social Work to decrease foster care re-entry and increase placement stability through data analysis, research, literature search and ongoing evaluation of CPS cases to develop strategies to meet the national standards for these measures.
- Completed, issued, trained, and implemented revised procedures in conjunction with the Department's Med-QUEST Division to ensure timely access of children in out-out-home care to appropriate medical services.
- Developed supportive resource, management, training and supervision through the supervisors and workers training, and other strategies as needed for those offices found needing improvement on an ongoing basis.

- Successfully implemented Hui Hoomalu -- an innovative, consolidated contract that provides Statewide, All Inclusive, Integrated and Collaborative Initiative for the Identification, Recruitment, Screening, Training and Ongoing Support of Resource Families for children in the Department's custody.

Multi-Agency Partnerships:

- Maintained our ongoing effort with Hawaiian and faith-based communities, including the Federally-funded Kokua Ohana Project, to increase recruitment and retention of Hawaiian foster and adoptive families with on-site consultation from AdoptUsKids, the National Resource Center on Adoption, and Harvest Family Ministry on faith-based recruitment.
- Continued to support the Hawaii Foster Youth Coalition, a youth-led organization that assists youth in foster care with developing leadership skills and advocacy and provides a mechanism for youth feedback on CPS and by working with purchase of service providers and the Hawaii Foster Youth Coalition to help youth transition from foster care to independent living.
- Implemented the Heart Gallery to Hawaii through a collaboration with other community leaders and stakeholders. The Heart Gallery enlists the aid of professional photographers who donate their time to take portraits of children in care who are in need of permanent homes. The program is well-established and has demonstrated its effectiveness in other States and will provide a welcome addition to our resources.
- Maintained a streamlined process for referral and treatment of children between the CPS program and the Department of Health's Children and Adolescent Mental Health Division that accommodates referrals of children with potential problems that

would require intensive mental health treatment and expedites the provision of treatment.

- Expanded funding and scope of services of the comprehensive services contracts to increase access by foster parents.
- Expanded efforts to locate, recruit, and place children with extended family and kin to preserve and ensure that children in care stay connected to their families and, if necessary, can be permanently placed with members of their family or "Ohana."
- Collaborated with the Department of Health, Alcohol and Drug Abuse Division to obtain a Federal Access to Recovery (ATR) grant from the Federal Substance Abuse and Mental Health Services Administration (SAMSHA), that awarded the State of Hawai'i \$8.25 million over the next three years, to fund substance abuse recovery support services for parents and guardians of families in the Child Protective Services (CPS) system. The SAMHSA ATR program is a presidential initiative which utilizes a voucher system where clients can access substance abuse clinical treatment and recovery support services. The goals of the program are to expand capacity, support client choice, and increase the array of faith-based and community-based providers for clinical treatment and recovery support services. It also has the goal of reducing substance abuse, especially of methamphetamine.
- Enhanced services to child welfare families with substance abuse problems through the Family Drug Court, an ongoing successful collaboration partnership between the CPS Branch, the Family Court, and the Department of Health, Alcohol and Drug Abuse and Public Health Nursing Divisions.
- Participated in ongoing collaborative groups including the Child Protective Services Advisory Council, Title IV-B/2 Statewide and

Regional Planning Committees, the Blueprint for Child Welfare Reform, and the Court Improvement Project.

- Reviewed and analyzing supervisory review data, case review findings, and data gathered on specific cases with the State Continuous Quality Improvement (CQI) Council.

System Upgrades:

- The Department was granted funding by the 2007 Legislature to update the Child Protective Services System (CPSS) database. On September 12, 2007, a “kick off” conference was held to inform the CPS staff and our legislative and community partners of the plan to revamp and improve the CPSS system in collaboration with Maui Community College’s Rural Development Project to a user friendly system that is also able to provide ongoing timely and accurate information on outcomes. The system will integrate Federal and State requirements and maintain the strengths of the current system, but also include staff and community partners in our effort to complete this critical project. One of the innovations that was unveiled was a website, where CPS staff and community partners can make suggestions, track the projects progress and provide feedback on instruments, tools etc, as they are developed and unveiled.

- e. Please identify all modifications to your program’s performance measures and discuss the rationale for these modifications.

None

3. Problems and Issues:

None

4. Expenditures for Fiscal Year 2007-2008:

	Appropriation FY 08	Collective Bargaining	Transfers In/Out	Restrictions	Available Resources	Estimated Expenditures
(Pos. Count)	544.50				544.50	544.50
Personnel Services	24,333,296	772,280			25,105,576	25,105,576
Other Current Expenses	39,616,972				39,616,972	39,616,972
Equipment	137,290				137,290	137,290
Motor Vehicles	100,000				100,000	100,000
Total Requirements	64,187,558	772,280			64,959,838	64,959,838
(Pos. Count) General Fund	294.69 26,578,341	298,267			294.69 26,876,608	294.69 26,876,608
(Pos. Count) Special Fund	0.00 450,000				0.00 450,000	0.00 450,000
(Pos. Count) Federal Fund	249.81 37,159,217	474,013			249.81 37,633,230	249.81 37,633,230
(Pos. Count) Other Fund						

- a. Explain all transfers within the Program I.D. and the impact on the program.

None.

- b. Explain all transfers between Program I.D.s and the impact on the program.

None.

- c. Explain any restrictions and the impact on the program.

None.

5. Supplemental Budget Requests for Fiscal Year 2008-2009:

	Act 213/SLH 2007 FY 09 Appropriation	Budget Request FY 09	Executive Supplemental Budget FY 09
(Pos. Count)	544.50	1.00	545.50
Personnel Services	24,335,908	1,383,236	25,719,144
Other Current Expenses	39,416,972		39,416,972
Equipment	137,290		274,580
Motor Vehicles	100,000		200,000
Total Requirements	63,990,170	1,383,236	65,373,406
(Pos. Count)	294.69	0.75	295.44
General Funds	26,380,946	30,537	26,411,483
(Pos. Count)	0.00		0.00
Special Funds	450,000		450,000
(Pos. Count)	249.81	0.25	250.06
Federal Funds	37,159,224	1,352,699	38,511,923
(Pos. Count)			
Other Funds			

Provide the total position counts and funds requested.

a. Workload or program request:

To meet the Federal mandate to implement aggressive system reform in Child Protective Services as a result of Hawaii's Child and Family Services Review (CFSR) by the Federal Department of Health and Human Services (DHHS) in July 2003, the Child Protective Services Branch (CPSB) received approval of a Demonstration Project proposal and requested authorization for positions exempted from civil service coverage pursuant to HRS 76-16(12) in March 2004. The CFSR identified many areas needing improvement in our CPS system. Failure

to achieve improvement would have resulted in huge financial penalties and loss of future Federal funds. The Project afforded the Department with the flexibility to respond quickly and to demonstrate innovative and best practice modalities to make improvement. A Program Improvement Plan (PIP) was approved by DHHS in June 2004. A core system reform was the development and implementation of a Differential Response System (DRS), i.e., by prioritizing intake referrals and working with community-based organizations to meet the need for family strengthening services or voluntary case management services as an alternative to CPS intervention. Over time, the DRS has proven to result in a substantial decrease in CPSB's caseload. With the Governor's approval, the PIP positions were established to provide much additional support and assistance to complement existing CPSB staffing as mandated by the PIP.

As we stated previously, many of these positions were filled and are providing valuable services to children and families active with the Child Protective Services Branch (CPSB). The Department requested and was granted the conversion from temporary to permanent positions to ensure the ability to retain qualified staff in the last legislative session.

One of the positions was inadvertently not converted from temporary to permanent. This is the last temporary position in the Child Protective Services Branch.

In the Supplemental Budget, we are requesting conversion of this position, HSP IV (#113138), as a housekeeping measure to complete the conversion from temporary positions to permanent. This position is filled and is actively providing valuable services to children and families active with CPSB. This Waianae position is critical in maintaining our effort to ensure we are providing timely and appropriate services to families in the community.

This position will also ensure we are able to continue our compliance with Federal requirements.

<u>Position Title</u>	<u>Number</u>	<u>ORG</u>	<u>FTE</u>	<u>MOF</u>
Human Service Professional IV	113138	SO	.75	A
Human Service Professional IV	113138	SO	.25	N

The Supplemental Budget also includes an increase in the program's Federal appropriation to accommodate higher Federal fringe benefit rates.

FY 09

<u>Cost Element</u>	<u>Amount</u>	<u>MOF</u>
Personal Services	1,383,236	N

- b. For all position count reductions, please specify whether the positions were filled or vacant.

None

6. Program Restrictions

None

7. Capital Improvement Program (CIP) Requests for Supplemental Year 2006-2007:

None

8. Proposed Lapses of CIP Projects:

None

**SENATE COMMITTEE ON WAYS AND MEANS
BUDGET REQUESTS FOR SUPPLEMENTAL BUDGET 2009
JANUARY 17, 2008**

**LILLIAN B. KOLLER, DIRECTOR
DEPARTMENT OF HUMAN SERVICES**

**SOCIAL SERVICES DIVISION (SSD)
CHILD PROTECTIVE SERVICES PAYMENTS**

Program Structure Number: 06 01 03

Program I.D. and Title: HMS 303 – Child Protective Services Payments

Page References in the Executive Budget Supplemental:

N/A

1. Introduction:

Child Out-of-Home payments are issued for children who are unable to be maintained safely in their family homes because of abuse or neglect. The HMS 303 program is funded with approximately 69% State general funds and 31% Federal funds. The approved budget for State Fiscal Year (FY) 2008 of \$64,911,679 is comprised of \$44,816,013 in general funds and \$20,095,666 in Federal funds. **There is no Supplemental Budget request for this program.**

a. Summary of program objectives.

To ensure an adequate standard of living for children who are unable to be maintained in their family homes because of abuse or neglect by providing payment for room and board and costs related to care or assistance in family preservation, reunification, adoption, and other permanent placements.

b. Description of program objectives.

This payment program supports the overall goal of the Child Protective Services (CPS) Branch to ensure the safety, permanency and well-being of children in their own homes, or, when removal is necessary, in out-of-home placements. By setting and maintaining reimbursement rates for

children's basic living costs, the program gives substitute caretakers the means to provide an adequate standard of living for children in their care.

A total of 4,139 children were in relative and non-relative foster care during FY 2006. The number of children in foster care decreased in FY 2007 to 3,517.

There has been an overall decrease in both the number of intakes and the number of children in foster care. This decrease is due in part to the expanded prevention and family strengthening and support services available through the Department's purchase of services (POS) contracts. However, children are entering foster care with serious social adjustment and psychological problems due to parental maltreatment, and the Department continues to experience an increase in the number of children for whom difficulty-of-care, adoption and permanency assistance payments must be made.

- c. Explanation of how your program intends to meet its objectives in the upcoming supplemental year.

The program intends to meet its objectives by providing payments to support the following: foster care, emergency shelter, children living with permanent custodians or legal guardians, foster youth attending higher education, and subsidies to facilitate adoption for children with special needs. Payments also cover basic daily living needs and other essentials such as clothing, transportation to school, and visitation services to facilitate reunification or to prevent out-of-home placement.

2. Program Performance Results:

- a. Discuss the performance results achieved by each Program in FY 06 and FY 07.

The Program provided the following types of benefit payments:

- Foster care maintenance (relative and non-relative foster care):
 - FY 2006: 4,139 children for the year.
 - FY 2007: 3,517 children for the year

These figures represent a decrease of approximately 15% compared to the previous years. Factors that have impacted on these figures include the establishment of a statewide centralized intake process, implementation of new intake, safety and risk assessment tools, and the expansion of prevention and family strengthening services.

- Higher education:
 - FY 2006: 227 former foster youth for the year.
 - FY 2007: 210 former foster youth for the year.

These figures represent an increase of approximately 22% over FY 2005. This program has been positively impacted by the continuing emphasis on youth participation in transition services and outreach to transitioning and former foster youth. The higher education board allowance payments provide funds to obtain education and training that will enable the former foster youth to become self-sufficient.

These benefits are one component of the Independent Living Program (ILP) that the Department offers transition aged youth. Purchase of services ILP contracts throughout the State include services designed to help youth develop needed knowledge and skills, and make connections with resources for employment, housing, and education. The contracts also contain provisions for transitional living arrangements and limited housing and rental support.

- Permanency assistance:
 - FY 2006: 1,347 children for the year.
 - FY 2007: 1,362 children for the year.
- Adoption assistance:
 - FY 2006: 3,011 children for the year.
 - FY 2007: 3,396 children for the year.

These figures represent an increase of approximately 9% for permanency assistance and 13% adoption assistance over FY 2006 numbers. These programs help support a permanent and stable placement for children who cannot return to their birth family. The Department's continuing emphasis on efforts to provide timely permanency for children is part of the goals for the Federal Program Improvement Plan (PIP) and in concert with Federal policy and requirements. Due to the increased needs of children entering the foster care and the emphasis on providing a permanent legal home for children who cannot return to a safe family home, the permanency assistance and adoption assistance programs are projected to continue to increase for the foreseeable future.

- Difficulty-of-care payments:
 - FY 2006: 1,060 monthly average number of children
 - FY 2007: 1,020 monthly average number of children

These figures represent an average decrease of approximately 16% compared to the monthly average number of children receiving difficulty of care payments in FY 2004 and FY2005. Difficulty of care payments are issued when the foster parents provide additional care and supervision for a child who has special and additional needs for support, usually related to the child's emotional, behavioral, or medical needs that exceed the needs of an "average" child. As the cases coming into CPS increase in complexity, it is expected that there will be a high number of children who need additional care and supervision. However, it is anticipated that these numbers will decrease in a manner similar to the decrease in the total number of children in out-of-home placement as we continue with family strengthening services as alternative responses to more intensive forms of CPS responses, including out-of-home placement.

- b. Explain how these results relate to the program's objectives and department's mission.

These results relate to the Department's Program Objectives by ensuring the safety and support of children in secure, nurturing, and permanent homes.

- c. Explain how the effectiveness of the program is measured (i.e.: outcomes, measures of effectiveness, benchmarks, etc.) and discuss the performance results achieved during the past two years.

Program effectiveness is measured by: 1) number of children provided with foster board and related payments; 2) percentage of children under the Department's placement responsibility who are determined Title IV-E eligible; and 3) number of children provided with adoption assistance and permanency assistance payments. These measures provide data on the Department's performance in providing safe and permanent homes for children who are abused or neglected.

These outcome measures are achieved through the Department:

- Continuing to maintain a high number of completed adoptions, including adoption of children with special needs. The Department has made a commitment to provide adoptive homes for children who cannot return to a safe home with their birth family. Although the number of completed adoptions varies from year to year, we have been successful in maintaining high numbers as shown by the 424 completed in FY 2006 and 372 in FY 2007.
- Expanding the availability of post-permanency services to adoptive families and those assuming legal guardianship of children through CPS by increasing funding for existing services including the Comprehensive Counseling and Support Services contract, the Adoption Connection and funding through the Department's Title IVB/2 grant.

- Continuing the collaboration with the Hawaii Foster Youth Coalition (HFYC) and providing financial support with funds awarded through the Federal Chafee Foster Care Independence Program, to help youth transition from foster care to independent living, including maintaining support for the annual youth conference for transitioning youth and support for HFYC local and statewide board meetings and other activities.
- Participating in on-going collaborative groups including the Child Protective Services Advisory Council, Title IV-B/2 Statewide and Regional Planning Committees, the Blueprint for Child Welfare Reform, and the Court Improvement Project.
- Increasing efforts to maximize the use of Federal funds to support these payment programs, including:
 - Continuation of the Federally approved Preponderance of Evidence Method (POEM) and provision of training to staff on this process for determining Title IV-E eligibility to maximize claims and reimbursements into eligibility determination procedures. The Title IV-E saturation rates fluctuate per quarter based on the comparison of the IV-E eligible children in the foster care or adoption assistance population with the total number of children the population. The average saturation rates for FY 2006 were approximately 70% for foster care and 78% for adoption assistance. Average rates were approximately 65% for foster care and 79% for adoption assistance in FY 2007. The Department earned Title IV-E funds for board maintenance, training and administrative expenses in the amounts of \$33,807,373 for FY 2006 and \$35,002,115 for FY 2007.
 - Hawaii successfully passed the primary Federal Title IV-E Foster Care Eligibility Audit completed by the U. S. Department of Health and Human Services on June 8, 2007.

A total of 80 cases statewide were reviewed by a team of State and Federal reviewers. Findings indicated that zero error cases were found! During the exit interview, the Federal Audit Team commended the State for our exemplary programs and practice citing the following strengths in our Child Welfare System:

- The Federal Team was impressed by our family-oriented approach, the use of ohana conferencing and use of relatives in foster care and adoption and how staff adjusted their work to take advantage of Hawaii's culture.
- Placement stability – the reviewers saw very few situations of multiple placements.
- Good collaboration with the Police, who are well trained and not removing children unnecessarily.
- Safe Family Home Reports were uniform, well-written and consistent.
- There were current pictures of children in the case records – a good safety feature to help identify and locate missing children.

The success of our IV-E Program ensures that the State will continue to receive and maximize Federal reimbursement to strengthen and support services for Hawaii's vulnerable children and their families.

- Recruitment, Licensure, Supporting foster homes and foster parents:
- Successfully implemented Hui Hoomalu -- an innovative, consolidated contract that provides Statewide, All Inclusive, Integrated and Collaborative Initiative for the Identification, Recruitment, Screening, Training and Ongoing Support of Resource Families for children in the Department's custody.

- DHS has contracted with providers such as Heart Gallery Hawaii (HGH) and HOPE INC, Inc. to focus on the “waiting” youth who have not found permanency (teens, older children and other children with special needs). These agencies collaborate with other providers to promote awareness of the “waiting” foster youth, to find adoptive homes, to sustain the permanent placements.
- We have also encouraged and increased the recruitment of relatives as placement resources for children in out-of-home placements. DHS has supported trainings on Family Findings and the establishment of Family Connections Consortium (FCC). FCC is a collaboration of agencies committed to finding family connections and permanency for all foster youth. EPIC Ohana Conferencing is the lead agency. DHS, Catholic Charities Hawaii (CCH)-Hui, CCH-Wendy's Wonderful Kids, HOPE, and HGH are partners in this Consortium.
- Expanded funding and scope of services of the comprehensive services contracts to allow access by foster parents and in collaboration with the Department's Benefit, Employment and Support Services Division (BESSD) provided foster parents with access to BESSD funded parenting classes.
- The CPS program and the Department of Health's Children and Adolescent Mental Health Division continue to collaborate to streamline and expedite referrals and treatment of children whose severe emotional and behavioral difficulties require intensive mental health treatment and services.
- Collaboration with BESSD to use Temporary Assistance for Needy Families (TANF) funds to support the Youth Advocate Program (YAP), which is designed to provide early intervention and intensive, individualized, strengths-based services that focus on the youth's and family's needs and goals to prevent out-of-home placement for youth

known to – or at risk of becoming known to – the child welfare or juvenile justice systems.

- d. Discuss actions taken by each program to improve its performance results.

Program Improvement Plan (PIP)/Systemic Improvements

- In FY 2003, the Department undertook the coordination and implementation of Hawaii's Federal Child and Family Services Review (CFSR). Using the findings of the Federal CFSR, the Department successfully developed, implemented and completed a Program Improvement Plan (PIP). Hawaii's two-year PIP was approved by the Federal Administration for Children and Families (ACF) on July 1, 2004 and completed by June 30, 2006. The PIP remains a major factor in all aspects of our HMS 301 CPS program.
- Pursuant to the PIP, significant approaches were implemented and maintained subsequent to the completion of the PIP that improved services to families and children, including but not limited to:
 - Provided statewide training for providers and staff regarding the new intake, safety and risk assessment tools and the new family strengthening and voluntary case management services.
 - Implemented community-based differential response system with a broad array of community and agency resources and services to augment the capacity of the Department and community-based agencies to keep children with their families and promote and sustain the child's safety.
 - Increased resources that include but are not limited to:
 - Enhanced family strengthening and community support services including expanded comprehensive counseling

and supportive services through a variety of purchase of services (POS) contracts.

- Expansion of Ohana Conferencing to enhance family engagement, assessment and case planning, “family finding” and identification and recruitment of relative care placement resources.
- Expansion of Ohana Conferencing to include a “Youth Circle” conference to assist youth transitioning from care to develop a support system plan, including reconnection with birth families as appropriate. Youth who have participated in the Youth Circles have cited this as an important component in transition planning. During 2007 the number of Youth Circles continued to expand, with 296 being held; increases of approximately 173% compared to 2006 and 500% compared to 2005.
- Targeted recruitment of foster homes for relative placements, Hawaiian families, and children with special needs to address the disproportionate numbers of Native Hawaiian or Part Hawaiian children in foster care.
- The CPS program continues to partner with the Kokua Ohana Project, as part of a grant from the Federal Administration of Native Americans, to focus on developing and enhancing the ability of faith based organizations to increase the availability of foster homes for children of native Hawaiian ancestry.
- Funded and implemented the Hui Hoomalu program, which is a partnership between the Partners In Development Foundation, Catholic Charities, the Kokua Ohana Program and the Foster Family Program to

consolidate and enhance the recruitment, training, licensing, support and retention of foster homes.

- Increased collaboration:
 - Within the Child Protective Services Branch, between sections, units, and workers.
 - Within the Social Services Division, between branches.
 - Within the Department, between Divisions: Benefit, Employment and Support Services Division (BESSD); Med-QUEST Division (MQD); Office of Youth Services (OYS).
 - Between Departments: Health; Education; Judiciary.
 - With the community, including but not limited to Hawaii Foster Parent Association (HFPA); the Hui Hoomalu program, Adoption Connection, HOPE INC., the Heart Gallery Hawaii, the University of Hawaii, School of Social Work; and Hawaii Foster Youth Coalition and others to secure adoptive placements and post-permanency services for children and their adoptive parents;.
 - With the Federally funded National Resource Centers (NRCs), including the National Resource Centers for: Child Protection; Family Centered Practice and Permanency Planning; Adoption; and AdoptUSKids to expand community and staff training.
 - The Department collaborated with community leaders and stakeholders to bring the Heart Gallery to Hawaii. The National Heart Gallery is developed to bring community awareness of foster children waiting for adoptive homes and enlists the aid of professional photographers who donate their time to take portraits of

children in care who are in need of permanent homes. The program is well established nationwide and has demonstrated its effectiveness in other states and has provided an effective and welcome addition to our resources.

The Department has been making a concerted effort to quickly place children in adoptive homes or with legal guardians to comply with the requirements of the Federal Adoption and Safe Families Act of 1997 (PL105-89). There is a continuing upward trend in the nation, and Hawaii is no exception, in the number of children being adopted including special needs children and legal guardianships for which the Department must provide adoption or permanency assistance and difficulty-of-care payments. These children will be eligible for on-going payments until age 18 or longer if they are still in high school. National studies have found that the cost of adoption assistance will continue to grow.¹

The National Adoption Excellence Awards were established by the U.S. Department of Health and Human Services in 1997 as a way of recognizing outstanding accomplishments in achieving permanency for America's children waiting in foster care for permanent homes. The Department was recognized on December 12, 2007 in the category of "Child Welfare System Improvement " for progress in promoting adoptions in recent years through a coordinated and multi-faceted approach in collaboration with the Family Court and community and faith-based organizations.

November was first proclaimed as National Adoption Month by President Gerald Ford in 1976. For the first time on Saturday, November 17, 2007, Hawaii joined our counterparts across the country in celebrating this event

¹ "Growth in the Adoption Population" (<http://aspe.hhs.gov/hsp/fostercare-issues02/adoption/index.htm>) & "Adoption and Foster Care Analysis and Review System, Report #5" (www.acf.dhhs.gov/programs/cb/publications/afcars/apr2001.htm)

by finalizing 16 adoptions' on one mass adoption day. The Oahu court house was opened for this festive event. Partners In Development Foundation, HOPE INC., Catholic Charities of Hawaii, Hawaii Foster Family Program, Child and Family Services, Hawaii Heart Gallery and Hawaii Adoption and Permanency Alliance partnered with the Judiciary, the Department of Attorney General and the Department of Human Services to make it a very special day for 16 children who were adopted and their adoptive families.

The Department is also emphasizing and encouraging the involvement of extended families to become placement resources for children in out-of-home care, to support parent's efforts to reunite with their children, to keep children connected to their extended families and, if necessary, to become permanent placements for children who are unable to return to safe family homes.

In July 2007 the Department collaborated with the Family Court/Judiciary Court Improvement Program to hold the successful "Ohana is Forever" conference, with 450 in attendance (Judges, attorneys, guardians ad litem, CPS social workers, foster youth, former foster youth, foster parents, family members, counselors and others) to emphasize the importance of family connections to children and youth in foster care.

Also highlighted was an example of the impact that family finding can have by presenting the story of one foster youth who was reconnected with his family after he had not been in contact with them for approximately 10 years.

The Department will also partner with the Family Court/Judiciary Court Improvement Program to provide "Ohana II", a follow up conference to the "Ohana is Forever" conference in April 2008. Our goal is to have over 100 foster youth statewide attend the conference.

The Department is also increasing efforts to involve and include the Hawaii Foster Youth Coalition in our efforts to promote outcomes for children and youth in foster care by involving the coalition in conferences , the Legislature and in other initiatives aimed at promoting family connectedness, recognizing and meeting the multiple needs of children in foster care and to prepare youth with independent living skills to prepare them for life beyond foster care.

The Department continues to enhance and emphasize services identified in the PIP that are directed at strengthening the family unit and helping children to remain in their own homes. At the same time, the Department is increasing its concurrent permanency planning efforts to ensure that children who cannot remain in or be returned to a safe family home are placed in adoptive or other permanent placements.

The Department is continuing its efforts to maximize Title IV-E Federal funding.

- e. Please identify all modifications to your program's performance measures and discuss the rationale for these modifications.

There have been no modifications to the program's performance measures.

3. Problems and Issues:

- a. Discussion of problems and issues encountered, if any.

None

- b. Program change recommendations to remedy problems.

None

- c. Identify any program issues or problems that have affected or will affect the implementation of the program, and the corrective measures or remedies established or planned.

None

4. Expenditures for Fiscal Year 2007-2008:

	Appropriation FY 08	Collective Bargaining	Transfers In/Out	Restrictions	Available Resources	Estimated Expenditures
(Pos. Count)					0.00	0.00
Personal Services					0	0
Other Current Expenses	64,911,679				64,911,679	64,911,679
Equipment					0	0
Motor Vehicles					0	0
Total	64,911,679	0	0	0	64,911,679	64,911,679
Requirements						
(Pos. Count)					0.00	0.00
General Fund	44,816,013				44,816,013	44,816,013
(Pos. Count)					0.00	0.00
Special Fund					0	0
(Pos. Count)					0.00	0.00
Federal Fund	20,095,666				20,095,666	20,095,666
(Pos. Count)					0.00	0.00
Other Fund					0	0

- a. Explain all transfers within the Program I.D. and the impact on the program.

None

- b. Explain all transfers between Program I.D.s and the impact on the program.

None

- c. Explain any restrictions and the impact on the program.

None

5. Supplemental Budget Requests for Fiscal Year 2008-2009:

	Act 213/SLH 2007 FY 07	Budget Request FY 09	Executive Supplemental Budget FY 09
(Pos. Count)	0.00		0.00
Personal Services			0
Other Current Expenses	64,911,679		64,911,679
Equipment			0
Motor Vehicles			0
Total Requirements	64,911,679	0	64,911,679
(Pos. Count)			0.00
General Funds	44,816,013		44,816,013
(Pos. Count)			0.00
Special Funds			0
(Pos. Count)			0.00
Federal Funds	20,095,666		20,095,666
(Pos. Count)			0.00
Other Funds			0

a. Workload or program request:

None

6. Program Restrictions

None

7. Capital Improvement Program (CIP) Requests for Supplemental Year 2008-2009: CIP data for all projects within the agency being heard shall be combined into a single appendix in the department's testimony (if no request is being made, please indicate "none").

None

8. Proposed Lapses of CIP Projects:

None

**SENATE COMMITTEE ON WAYS AND MEANS
BUDGET REQUESTS FOR SUPPLEMENTAL BUDGET 2009
JANUARY 17, 2008**

**LILLIAN B. KOLLER, DIRECTOR
DEPARTMENT OF HUMAN SERVICES**

**SOCIAL SERVICES DIVISION (SSD)
GENERAL SUPPORT FOR SOCIAL SERVICES**

Program Structure Number: 06 04 07

Program I.D. and Title: HMS 901 – General Support for Social Services

Page References in the Executive Budget Supplemental:

Volume II; Pages 514 - 515

1. Introduction:

General Support for Social Services provides administrative direction, planning, grants management, budget coordination, staff training, contracting, quality assurance, compliance monitoring, and information system development and management. The HMS 901 program is funded with 56.00% State general funds (\$2,904,283 A) and 44.00% Federal funds (\$2,246,680 N). **For FY 09, the Department is requesting an additional \$190,337 in Federal funds in order to meet the Federal share of fringe benefit costs.**

a. Summary of program objectives.

To enhance program effectiveness and efficiency by contracting for services, providing quality assurance, monitoring programs, administering grants and Federal funds, providing training and information systems support, and providing other administrative and housekeeping services.

b. Description of program objectives.

In order to provide administrative direction and support in planning, development, and implementation of a comprehensive statewide social service program that includes Adult Community Care Services (ACCS)

and Child Welfare Services (CWS) within the Social Services Division (SSD), General Support SSD staff performs the following major activities:

- planning
- budget coordination and monitoring
- staff training
- contracting and contracts monitoring
- grants management and staff compliance monitoring
- information system development and maintenance

The program intends to successfully attain its objectives in the areas of administering personnel, developing and implementing policies, planning directions and goals for personnel and the public, implementing policies required by the Federal government, meeting personnel needs, maintaining quality assurance standards for purchased social services, maintaining quality assurance standards for Medicaid Waiver Services (MWS), and post-auditing paid claims for MWS on a timely basis.

- c. Explanation of how program intends to meet its objectives in the upcoming supplemental year.

The program intends to meet its objectives by developing Division-level plans; providing basic/introductory program-specific skills and computer training to new employees and advanced (beyond introductory) training to other eligible employees; conducting Federal/internal compliance reviews; processing Medicaid waiver client payments; and executing contracts and monitoring contract providers.

2. Program Performance Results:

- a. Discuss the performance results achieved by each Program in FY 07.

In FY 07, 14 Division-level plans were completed, 91 training slots were provided to new employees in basic/introductory courses representing a decrease from the large number of newly hired employees of previous

years, 592 training slots were provided for eligible employees in refresher trainings, 10 compliance reviews were completed, 304 Medicaid waiver client payment cases were audited and 788 contracts were executed and monitored.

- b. Explain how these results relate to the program's objectives and department's mission.

The program's performance results support the Department objectives of providing staff training and support that enables DHS employees to do their jobs effectively and efficiently.

- c. Explain how the effectiveness of the program is measured (i.e.: outcomes, measures of effectiveness, benchmarks, etc.) and discuss the performance results achieved during the past two years.

Program measures of effectiveness include process measures and outcome indicators with a target of not less than 90% achievement. In FY 06 and FY 07, most outcome indicators exceeded or met the targeted levels of performance. For FY 07, the performance level for staff training decreased because of unfilled vacancies in child welfare positions. The previous increases in trainings were attributable to the carrying out the child welfare program improvement plan (PIP

- d. Discuss actions taken by each program to improve its performance results.

The program will continue to improve its performance results by streamlining operations and procedures. In particular, the Support Services Office (SSO) continues to participate with other Departmental divisions and staff offices to maintain uniform policies and procedures to ensure compliance with Federal HIPAA regulations. SSO is completing enhancement and expansion of the Division-wide area network to provide information systems access to CWS staff. In a project being conducted

in cooperation with Maui Community College, SSO is providing administrative and budget support for the development of a new child welfare information system. The new system will replace the current, outdated technology that no longer meets casework and quality assurance needs.

The Department has ongoing regulatory responsibilities under Act 153, SLH 2004 for adult foster family homes, the number of which continues to grow at an approximate rate of 15% per year. The Department certifies all adult foster family homes through a contract that also performs a compliance monitoring and quality assurance function. This allows the Department's quality assurance role to be focused on monitoring client outcomes and promote responsiveness and cost effectiveness. In FY 07, the Division, through SSO, also issued a contract for the recruitment and training of child foster homes in preparation for licensing. In order to facilitate the certification and licensing of these adult and child foster homes as well as of other service providers, the Department, through SSO, issued in FY 07 a contract for conducting fingerprint, criminal history and other background checks required in order to assure clients safety and well being..

- e. Please identify all modifications to your program's performance measures and discuss the rationale for these modifications.

None

3. Problems and Issues:

- a. Discussion of problems and issues encountered, if any.

None

- b. Program change recommendations to remedy problems.

None

- c. Identify any program issues or problems that have affected or will affect the implementation of the program, and the corrective measures or remedies established or planned.

None

4. Expenditures for Fiscal Year 2005-2006:

	Appropriation FY 08	Collective Bargaining	Transfers In/Out	Restriction s	Available Resources	Estimated Expenditures
(Pos. Count)	47.00				47.00	47.00
Personal Services	2,755,388	106,675			2,862,063	2,862,063
Other Current Expenses	2,760,749				2,760,749	2,760,749
Equipment					0	0
Motor Vehicles					0	0
Total Requirements	5,515,137	106,675	0	0	5,622,812	5,622,812
(Pos. Count)	27.56				27.56	27.56
General Fund	3,148,835	59,258			3,208,093	3,208,093
(Pos. Count)					0.00	0.00
Special Fund					0	0
(Pos. Count)	19.44				19.44	19.44
Federal Fund	2,367,302	47,417			2,414,719	2,414,719
(Pos. Count)					0.00	0.00
Other Fund					0	0

- a. Explain all transfers within the program I.D. and the impact on the program.

None

- b. Explain all transfers between program I.D.s and the impact on the program.

None

- c. Explain any restrictions and the impacts on the program.

None

5. Supplemental Budget Requests for Fiscal Year 2006-2007:

	Act 213/SLH 2007 FY 09	Budget Request FY 09	Executive Supplemental Budget FY 09
(Pos. Count)	47.00		47.00
Personal Services	2,755,737	190,337	2,946,074
Other Current Expenses	2,395,226		2,395,226
Equipment			0
Motor Vehicles			0
Total Requirements	5,150,963	190,337	5,341,300
(Pos. Count)	27.56		27.56
General Funds	2,904,283		2,904,283
(Pos. Count)			0.00
Special Funds			0
(Pos. Count)	19.44		19.44
Federal Funds	2,246,680	190,337	2,437,017
(Pos. Count)			0.00
Other Funds			0

Provide the total position counts and funds requested.

- a. Workload or program request.

For FY 09, the Department is requesting an additional \$190,337 in Federal funds in order to meet the Federal share of fringe benefit costs. This will allow the Department to charge fringe benefit costs to the appropriate Federal grants.

	<u>FY 09</u>	
<u>Cost Element</u>	<u>Amount</u>	<u>MOF</u>
Personal Services	190,337	N

- b. For all position count reductions, please specify whether the positions were filled or vacant.

None

6. Program Restrictions

None

7. Capital Improvement Program (CIP) Requests for Supplemental Year 2009

None

8. Proposed Lapses of CIP projects:

None

**SENATE COMMITTEE ON WAYS AND MEANS
BUDGET REQUESTS FOR SUPPLEMENTAL BUDGET 2009
JANUARY 17, 2008**

**LILLIAN B. KOLLER, DIRECTOR
DEPARTMENT OF HUMAN SERVICES**

**SOCIAL SERVICES DIVISION (SSD)
ADULT AND COMMUNITY CARE SERVICES**

Program Structure Number: 06 01 07

Program I.D. and Title: HMS 601 – Adult and Community Care Services

Page References in the Executive Budget Supplemental:

Volume II; Pages 494 - 495

1. Introduction:

The Adult and Community Care Services Branch (ACCSB) of the Department's Social Services Division administers the HMS 601 programs that provide a range of in-home and community-based social, health, protective, and other supportive services to dependent and disabled adults. The HMS 601 program is funded with approximately 65% State general funds and 34% Federal funds; and it also receives \$10,000 in private contributions. **The Supplemental Budget request is for an increase in the program's Federal ceiling to accommodate higher Federal fringe benefits.**

a. Summary of program objectives:

To prevent inappropriate institutionalization of dependent, disabled adults by providing them with a range of in-home and community-based social, health, and other supportive services, and to investigate and address reports of abuse, neglect, and exploitation against dependent adults.

b. Description of program objectives:

ACCSB maintains four primary objectives:

1. Prevent premature institutionalization by meeting the long-term care and protective service needs of adults throughout the State, enabling them to remain in the community.
 2. Protect dependent adults from abuse, neglect, and exploitation.
 3. Promote individual independence and self-sufficiency through a range of home and community-based services.
 4. Develop and coordinate both public and private home and community-based services to effectuate a comprehensive, efficient, and cost-effective long-term care system.
- c. Explanation of how program intends to meet its objectives in the upcoming supplemental year.

The program will meet its objectives on an annual basis with the following programs and services:

1. Adult Services: Case Management, adult foster care placement and supportive services will be provided to 1,600 disabled adults with less than nursing facility level of care needs to remain safely in their own homes or community-based alternatives. Intake, assessment, placement and monitoring services will be provided to 55 adults in residential care homes. Chore services (cash payments and purchase of services) will be provided to 1,330 dependent adults. Day Care services (purchase of services) will be provided for 70 dependent adults. Personal Care services (purchase of services) will be provided for 40 dependent adults on Maui.
2. Senior Companion Program: Through specialized stipend services, limited personal care and in-home companionship services will be

provided to 500 frail elderly persons in their own homes by 120 Senior Companion Volunteers.

3. Respite Companion Program: Job readiness skills will be provided to 60 low income older adults.
4. Foster Grandparent Program: Through specialized stipend services, "grandparenting," social stimulation and literacy activities will be provided to 800 children with special or exceptional needs by 162 low-income, elderly persons.
5. Adult Protective Services (APS): Crisis intervention, investigation and emergency services to remedy abuse, neglect or financial exploitation will be provided to 580 vulnerable, dependent adults.
6. Medicaid Waiver Programs: The administration of five cost-effective Medicaid waiver programs:
 - Nursing Home Without Walls (NHWW),
 - Residential Alternatives Community Care (RACC),
 - HIV/Aids Community Care (HCC),
 - Medically Fragile Community Care (MFCC), and
 - Developmentally Disabled/Mentally Retarded (DD/MR) Home and Community-Based Services

Except for Medicaid waiver administrative and NHWW staffing costs, the services and funding for the Medicaid waiver programs are managed under Med-QUEST Division.

2. Program Performance Results:

- a. Discuss the performance results achieved by each program in FY 07.

Outcome #1: In FY 07, 1,441 individuals were provided non-Medicaid waiver case management services (Chore 1,339, Day Care 51, and Foster

Care 51). Due to increased utilization, chore services were closed for intake during part of FY06. The Legislature appropriated an additional \$1,191,058 for FY07 which was released by the Governor. Intake is again open. Case management services for adult foster care will continue to decrease as Department staff continues to effectively stabilize clients in adult residential care home placements, thus allowing for the closure of cases and the focusing of efforts on Medicaid waiver clients through the Nursing Home Without Walls program.

Outcome #2:

In FY 07, the following objectives were achieved:

- Senior Companion Program provided services to approximately 293 individuals through the efforts of 102 Senior Companions.
- Respite Companion Program provided job readiness skills to 41 individuals.
- Foster Grandparent Program served 750 children through the efforts of 155 grandparents.
- Retired Senior Volunteer Program provided 753 seniors with volunteer opportunities which accounted for 53,170 community service hours.

Outcome #3: Through early crisis intervention, case management and other support services, the percent of adults re-abused within a 12-month period has been maintained below 7% for the past 4 years. This represents, 6.6% in FY 06 and 4.2% in FY 07.

Outcome #4: The Department maintained partnerships with public, private, legislative, and community groups to plan, develop and coordinate systems for the delivery of long-term care services in the State. ACCSB is continuing a partnership with the Department of the Attorney General to implement the Case Management for Elderly Victims of Crime Project on

Oahu to provide services to elderly victims of abuse or neglect who have unmet needs. Funding is provided through the Victims of Crime Act (VOCA).

- b. Explain how these results relate to the program's objectives and department's mission.
 - 1. The demand for home and community-based long-term care services has steadily increased. The Department has been able to address some of this demand through its Medicaid waiver, Nursing Home Without Walls program, which offers a less costly alternative to institutional nursing facility placement and maximizes Federal dollars for the State.
 - 2. The continuing provision of services to frail, elderly individuals by Senior/Respite Companions demonstrates their effectiveness in preventing or delaying institutionalization by providing basic personal care, respite and supervision services while, at the same time, supplementing the incomes of those individuals serving as companions.
 - 3. The continuing provision of "grandparenting," social stimulation and training services to special and exceptional needs children reflects the effectiveness of low-income, well-elderly foster grandparents to provide care while, at the same time, supplementing the income of these seniors.
 - 4. The Adult Protective Services (APS) program provides remedies for dependent adults who are abused or neglected and provides the necessary support services to meet their social and long-term care needs in the community.
 - 5. Implementation of the licensure of community foster care homes has provided individuals who are not Medicaid recipients with

access to cost-effective community-based care, thereby delaying Medicaid dependency for long-term care services.

6. Through partnerships with public, private, legislative and community groups, the Department is able to avoid duplicating existing services and direct its available resources towards resolving unmet needs in the community. An example of this is the Department's work with SCR 144 Task Force. The Department through its work with this intergovernmental community task force has identified strategies to increase options for clients to "age in place."

- c. Explain how the effectiveness of the program is measured (i.e.: outcomes, measures of effectiveness, benchmarks, etc.) and discuss the performance results achieved during the past two years.

Outcome #1: Chore and Personal Services were able to expand because of Legislative approval of additional services. The use of these State appropriations saved the State money by allowing the clients to be served in the community, avoiding more costly institutional care.

Outcome #2: provides low-income senior citizens with a meaningful way to provide service to their community for a stipend while learning job skills that will enable them to pursue paid employment.

Outcome #3: demonstrates the effectiveness of APS in preventing re-abuse among vulnerable adults.

Outcome #4: shows the State's commitment to partnering with its citizens in implementing policy.

- d. Discuss actions taken by each program to improve its performance results.

To improve performance results, ACCSB:

1. Provided training to staff to increase their skills and proficiency to maximize program outcomes.
 2. ACCSB is continuing a partnership with the Department of the Attorney General to implement the Case Management for Elderly Victims of Crime Project on Oahu to provide services to elderly victims of abuse or neglect who have unmet needs.
- e. Please identify all modifications to your program's performance measures and discuss the rationale for these modifications.
- None.
3. **Problems and Issues:**
- a. Discussion of problems and issues encountered, if any.
- None.
- b. Program change recommendations to remedy problems.
- None.
- c. Identify any program issues or problems that have affected or will affect the implementation of the program, and the corrective measures or remedies established or planned.
- None.

4. Expenditures for Fiscal Year 2007-2008:

	Appropriation FY 08	Collective Bargaining	Transfers In/Out	Restrictions	Available Resources	Estimated Expenditures
(Pos. Count)	117.50				117.50	117.50
Personnel Services	6,808,938	257,293			7,066,231	7,066,231
Other Current Expenses	10,046,666				10,046,666	10,046,666
Equipment						
Motor Vehicles	40,000				40,000	40,000
Total Requirements	16,895,604	257,293	0	0	17,152,897	17,152,897
(Pos. Count) General Fund	99.58 11,027,642)	193,189			99.58 11,220,831	99.58 11,220,831
(Pos. Count) Special Fund	0.00 10,000				0.00 10,000	0.00 10,000
(Pos. Count) Federal Fund	17.92 5,577,856	64,104			17.92 5,641,960	17.92 5,641,960
(Pos. Count) Other Fund	0.00 280,106				0.00 280,106	0.00 280,106

- a. Explain all transfers within the Program I.D. and the impact on the program.

None.

- b. Explain all transfers between Program I.D.s and the impact on the program.

None.

- c. Explain any restrictions and the impact on the program.

None.

5. Supplemental Budget Requests for Fiscal Year 2008-2009:

	Act 213/SLH 2007 FY 09 Appropriation	Budget Request FY 09	Executive Supplemental Budget FY 09
(Pos. Count)	117.50		117.50
Personnel Services	6,810,119	233,930	7,044,049
Other Current Expenses	10,025,039		10,025,039
Equipment			0
Motor Vehicles			0
Total Requirements	16,835,158	233,930	17,069,088
	99.58		99.58
(Pos. Count) General Funds	10,987,194		10,987,194
	0.00		0.00
(Pos. Count) Special Funds	10,000		10,000
	17.92		17.92
(Pos. Count) Federal Funds	5,557,858	233,930	5,791,788
	0.00		0.00
(Pos. Count) Other Funds	280,106		280,106

a. Workload or program request:

The Supplemental Budget request includes an increase in the program's Federal ceiling to accommodate higher Federal fringe benefit rates.

FY 09

<u>Cost Element</u>	<u>Amount</u>	<u>MOF</u>
Personal Services	233,930	N

b. For all position count reductions, please specify whether the positions were filled or vacant.

None.

6. Program Restrictions

None

7. Capital Improvement Program (CIP) Requests for Supplemental Year 2008-2009:

None

8. Proposed Lapses of CIP Projects:

None

**SENATE COMMITTEE ON WAYS AND MEANS
BUDGET REQUESTS FOR SUPPLEMENTAL BUDGET 2009
JANUARY 17, 2008**

**LILLIAN B. KOLLER, DIRECTOR
DEPARTMENT OF HUMAN SERVICES**

**SOCIAL SERVICES DIVISION (SSD)
COMMUNITY-BASED RESIDENTIAL SUPPORT**

Program Structure Number: 06 02 03 04

Program I.D. and Title: HMS 605 – Community-Based Residential Support

Page References in the Executive Budget Supplemental:

N/A

1. Introduction:

The Community-Based Residential Support program provides the State supplemental funds for the Federal Supplemental Security Income (SSI) payments to reduce community long-term care costs. The HMS 605 program is funded with 100.00% State general funds. **There is no Supplemental Budget request for this program.**

a. Summary of program objectives:

To prevent inappropriate institutionalization of dependent, disabled adults by assisting with community-based residential needs.

b. Description of program objectives.

The program's objective is to prevent institutionalization of dependent, disabled adults by assisting with community-based residential needs, as made possible through funding by the SSI-SSP program. The Adult and Community Care Services Branch (ACCSB) in SSD is responsible for the management of the funds. The separate budget program structure in HMS 605 allows for better management and monitoring of the fund's utilization, and simplifies data retrieval for reporting purposes.

- c. Explanation of how program intends to meet its objectives in the upcoming supplemental year.

ACCSB provides services to low-income persons with disabilities and chronic illnesses who are Medicaid eligible and live in community settings as an alternative to more costly institutional placement.

ACCSB maintains four primary objectives:

1. Prevent premature institutionalization by meeting the long-term care and protective service needs of adults throughout the State, enabling them to remain in the community.
2. Protect dependent adults from abuse.
3. Promote individual independence and self-sufficiency through a range of home and community-based services.
4. Develop and coordinate both public and private home and community-based care services to effectuate a comprehensive, efficient, and cost-effective long-term care system.

The program intends to meet its objectives through the provision of SSP payments to eligible SSI recipients residing in domiciliary care facilities and adult foster homes. In each year of the FY 08-09 biennium, the program will have 2,635 recipients.

2. Program Performance Results:

- a. Discuss the performance results achieved by each program in FY 07.
In FY 07 the program served 2,388 clients. Fewer clients entered Type I and Type II Adult Residential Care Homes (ARCH) due to ARCH operators choosing private pay clients over Medicaid recipients.
- b. Explain how these results relate to the program's objectives and department's mission.

The provision of SSP payments will enable recipients to utilize less expensive community-based residential settings and to avoid more

expensive institutional care. In FY 07 there were 1,577 recipients in Type I Adult Residential Care Homes (ARCH), 58 recipients in Type II ARCH, and 753 recipients in Residential Alternatives Community Care Program (RACC) who received State supplemental payments.

- c. Explain how the effectiveness of the program is measured (i.e.: outcomes, measures of effectiveness, benchmarks, etc.) and discuss the performance results achieved during the past two years.

The program's effectiveness will be measured by the number of individuals receiving SSP payments while in domiciliary placement.

- d. Discuss actions taken by each program to improve its performance results.

The Department will maintain its payment levels as required under a Maintenance of Effort (MOE) agreement with the U.S. Department of Health and Human Services. Failure to meet established payment levels could result in the loss of Federal Medicaid payments to the State.

- e. Please identify all modifications to your program's performance measures and discuss the rationale for these modifications.

None.

3. Problems and Issues:

- a. Discussion of problems and issues encountered, if any.

None.

- b. Program change recommendations to remedy problems.

None.

- c. Identify any program issues or problems that have affected or will affect the implementation of the program, and the corrective measures or remedies established or planned.

None.

4. Expenditures for Fiscal Year 2007-2008:

	Appropriation FY 08	Collective Bargaining	Transfers In/Out	Restrictions	Available Resources	Estimated Expenditures
(Pos. Count)	0.00				0.00	0.00
Personnel Services					0	0
Other Current Expenses	16,982,395				16,982,395	16,982,395
Equipment					0	0
Motor Vehicles					0	0
Total Requirements	16,982,395	0	0	0	16,982,395	16,982,395
(Pos. Count)	0.00				0.00	0.00
General Fund	16,982,395				16,982,395	16,982,395
(Pos. Count)					0.00	0.00
Special Fund						
(Pos. Count)					0.00	0.00
Federal Fund						
(Pos. Count)					0.00	0.00
Other Fund						

- a. Explain all transfers within the Program I.D. and the impact on the program.

None.

- b. Explain all transfers between Program I.D.s and the impact on the program.

None.

- c. Explain any restrictions and the impact on the program.

None.

5. Supplemental Budget Requests for Fiscal Year 2008-2009:

	Act 213/SLH 2007 FY 09 Appropriation	Budget Request FY 09	Executive Supplemental Budget FY 09
(Pos. Count)	0.00		0.00
Personnel Services			0
Other Current Expenses	17,125,395		17,125,395
Equipment			
Motor Vehicles			
Total Requirements	17,125,395	0	17,125,395
	0.00		0.00
(Pos. Count) General Funds	17,125,395		17,125,395
(Pos. Count) Special Funds			
(Pos. Count) Federal Funds			
(Pos. Count) Other Funds			

6. Program Restrictions

None

7. Capital Improvement Program (CIP) Requests for Supplemental Year 2008-2009:

None

8. Proposed Lapses of CIP Projects:

None

**SENATE COMMITTEE ON WAYS AND MEANS
BUDGET REQUESTS FOR SUPPLEMENTAL BUDGET 2009
JANUARY 17, 2008**

**LILLIAN B. KOLLER, DIRECTOR
DEPARTMENT OF HUMAN SERVICES**

**GENERAL ADMINISTRATION (DHS)
OFFICE OF THE DIRECTOR AND DHS ADMINISTRATIVE OFFICES**

Program Structure Number: 06 04 06

Program I.D. and Title: HMS 904 – General Administration (DHS)

Page References in the Executive Budget Supplemental:

Volume II; Pages 512 - 513

1. Introduction:

The General Administration (DHS) program provides leadership and administrative support services throughout the Department of Human Services.

There are two FY 09 supplemental budget requests for this program: 1); Authorize and fund two new permanent positions to provide additional resources in the Personnel Office, and 2); Reduce Federal funds to delete Federal funds budgeted for audit fees in this program as a housekeeping measure.

a. Summary of program objectives.

To enhance program efficiency and effectiveness by formulating overall policies, directing operations and personnel and providing other administrative services.

b. Description of program objectives.

The General Administration program, which consists of the Office of the Director, Fiscal Management Office, Personnel Office, Management Services Office, Office of Information Technology, and Administrative Appeals Office, provides administrative and fiscal direction, control and

technical assistance to the numerous programs and services provided throughout the Department of Human Services and its administratively attached agencies: the Office of Youth Services, which includes the Hawaii Youth Correctional Facility; the Hawaii Public Housing Authority; the Commission on the Status of Women (CSW) and the Commission on Fatherhood. The activities of the HMS 904 programs are grouped into four major categories:

1. Formulating Overall Policies — Develop short- and long-range plans to achieve the objectives of the major program areas within the Department; evaluate program policies and procedures and initiate changes when applicable; propose State and Federal legislation and conduct research related to program needs.
2. Directing Operations and Personnel — Evaluate quality and quantity of services rendered by programs; conduct studies and develop management improvement programs; enhance employee skills and improve work performance through in-service training and staff development programs; safeguard employee health and welfare; ensure an adequate and appropriate workforce to maintain a satisfactory operational level; and participate in labor relations and collective bargaining contract negotiations.
3. Providing Information Technology Services — Provide administration, planning, direction, management, development, implementation and maintenance of information technology systems and processing; business application development and maintenance, project planning and management, systems software and hardware management, telecommunications and network management and support, data control, technical help desk services, and administrative oversight of the DHS mainframe system complex.

4. Providing Other Administrative Services — Maintain a Departmental accounting system for expenditure reporting and fiscal control of State, Federal and other funds; maintain a system of purchasing, disbursement and inventory management; provide direction, instruction and coordination of the Department's budget development and budget execution processes; oversee administrative processes and procedures relating to administrative rules for conformance with statutory and executive requirements; provide administrative due process, as required by statute, including declaratory rulings and contested case hearings.
- c. Explanation of how program intends to meet its objectives in the upcoming supplemental year.

The program intends to successfully formulate overall policies to achieve the objectives of the major program areas, direct operations and personnel, maintain fiscal and purchasing systems, and provide direction and assistance to program managers in budget preparation and execution, maintain an effective information system, and coordinate rules and regulations for programs.

2. Program Performance Results:

- a. Discuss the performance results achieved by each program in FY 07.

The General Administration DHS program provided the leadership, coordination and staff support for the Departmental program performance in FY 06 and FY 07.

 - **The Office of the Director** continues to tear down barriers that once prevented needy customers from gaining access to our services. Director Lillian B. Koller has reinvigorated the Hawai'i Department of Human Services over the past five years to greatly strengthen programs that benefit the State's most vulnerable populations. This includes expanding healthcare coverage and services for needy

children and adults, including adult dental care, launching innovative welfare-to-work initiatives, increasing early childhood education opportunities, and reducing substance abuse problems among adults and at-risk youth through new prevention and treatment programs.

- **The Personnel Office** has had delegated authority from the Department of Human Resources Development (DHRD) for position classification since 1992. This authority permits the DHS to complete classification action on all position actions with the exception of two areas: those related to the establishment of new civil service classes; and those related to assignment to the Excluded Managerial class. In addition, the Personnel Office has delegated authority from DHRD to conduct recruitment, examination and certification functions for several classes of work within the Department. The "delegated authority" concept permits the Personnel Office to act with speed and flexibility in responding to the Department's needs.
- **The Management Services Office (MSO)** assists staff offices and line divisions in the use of reorganization as a management tool; performs studies and evaluations; performs quality control reviews for financial and medical assistance programs including Food Stamps, Medicaid and TANF, examining financial and POS records for legality and accuracy; provides audits of Departmental and private agency financial control systems; coordinates Departmental budget development and budget execution activities; provides reporting and statistical data utilizing Departmental and external databases; and conducts social research activities.
- **The Fiscal Management Office (FMO)** provides accounting, inventory management and purchasing services; copying and mail services, administers the Department's records management program, coordinates the allocation and reallocation of office space and the

rental of spaces, coordinates with the Office of Information Technology and processes requests for telephone and telecommunications lines.

- **The Administrative Appeals Office** provides administrative hearings in contested cases for the Department's Benefit, Employment and Support Services Division, the Social Services Division, and the Med-Quest Division.
- **The Office of Information Technology (OIT)** continues to support and maintain the five (5) core business computing systems for the Department on a daily basis. The Hawaii Automated Welfare Information System (HAWI) administers the Federal & State Financial Assistance programs, Food Stamps, and Medical programs. The Hawaii Automated Network for Assistance (HANA) System administers the Child Care Program, Welfare-to-Work and Employment Training Programs. The Child Protective Services System (CPSS) administers the Child Welfare Services and the Adult Service programs, the Vocational Rehabilitation Information and Statistical System (VRISS) provides assessment, counseling, employment services and job placement for the disabled, and the Hawaii Accounts Receivable Information (HARI) System manages entitlement overpayments. These five core business systems must be operational at all times to provide essential program services to the public and continues to be the highest of business priorities for this office.

The Department's telecommunication/network infrastructure and computing assets have grown to expand to over 80 offices statewide to serve our constituents. The DHS Information Technology (IT) inventory consists of the mainframe complex which supports the five core business systems and for the administrative computing systems.

- b. Explain how these results relate to the program's objectives and department's mission.

The performance measures relate to the Department's mission in providing high quality services to clients while maximizing effective and efficient management of programs and operations.

c. Explain how the effectiveness of the program is measured (i.e.: outcomes, measures of effectiveness, benchmarks, etc.) and discuss the performance results achieved during the past two years.

1. The percentage of HRD1 decisions upheld by DHRD. In FY07, 96% of the DHS Personnel Office's decisions were upheld, and we expect to maintain this rate of effectiveness.
2. The percentage of appeals resolved within the specified timeliness criteria. The rate was 91% in FY07 and the rate for FY08 is expected to be at least 90%, the rate previously projected for FY08.
3. The percentage of employees working without formal grievances. This was 98% in FY07, and should be 98% in FY08.
4. The percentage of Federal funds drawn down within the specified timeliness criteria. We expect the 97% rate in FY07 to continue in FY08. Meeting the timeliness criteria avoids Federal interest penalties.
5. The percentage of contract payments made within the specified timeliness criteria. The rate was 90% in FY07, and we project the same rate in FY08.
6. The percentage of Information Technology projects completed within the specified timeliness criteria. The Department completed 83% of its IT projects on time in FY07, and expects to complete 84% in FY08.

d. Discuss actions taken by each program to improve its performance results.

The program has taken actions to maintain a high level of support services through automation and training.

e. Please identify all modifications to your program's performance measures and discuss the rationale for these modifications.

None

3. Problems and Issues:

a. Discussion of problems and issues encountered, if any.

None

b. Program change recommendations to remedy problems.

None

c. Identify any program issues or problems that have affected or will affect the implementation of the program, and the corrective measures or remedies established or planned.

None

4. Expenditures for Fiscal Year 2007-2008:

	Appropriation FY 08	Collective Bargaining	Transfers In/Out	Restrictions	Available Resources	Estimated Expenditures
(Pos. Count)	190.00				190.00	190.00
Personnel Services	9,010,606	734,943			9,745,549	9,745,549
Other Current Expenses	1,830,267				1,830,267	1,830,267
Equipment	3,760				3,760	3,760
Motor Vehicles	0					
Total Requirements	10,844,633	734,943			11,579,576	11,579,576
(Pos. Count) General Fund	174.34 9,255,728				174.34 9,952,972	174.34 9,952,972
(Pos. Count) Special Fund						
(Pos. Count) Federal Fund	15.66 1,588,905				15.66 1,626,604	15.66 1,626,604
(Pos. Count) Other Fund						

a. Explain all transfers within the Program I.D. and the impact on the program.

None

b. Explain all transfers between Program I.D.s and the impact on the program.

None

c. Explain any restrictions and the impact on the program.

None

5. Supplemental Budget Requests for Fiscal Year 2008-2009:

	Act 213/SLH 2007 FY 09 Appropriation	Budget Request FY 09	Executive Supplemental Budget FY 09
(Pos. Count)	190.00	2.00	192.00
Personnel Services	9,024,244	72,660	9,096,904
Other Current Expenses	1,330,134	(185,212)	1,144,922
Equipment		7,984	7,984
Motor Vehicles			
Total Requirements	10,354,378	(104,568)	10,249,810
(Pos. Count)	174.34	2.00	176.34
General Funds	8,765,472	80,644	8,846,116
(Pos. Count) Special Funds			
(Pos. Count)	15.66		15.66
Federal Funds	1,588,906	(185,212)	1,403,694
(Pos. Count) Other Funds			

a. Workload or program request:

1. Additional Resources – Position Management Services Staff:

The Position Management Services Staff (PMSS) in the Personnel Office is responsible for the classification review of position actions and job descriptions for approximately 2700+ active positions, including the conduct of classification studies, position surveys, and advising management on position utilization, classification and related matters in relation to reorganizations.

Current staffing has addressed classification work priorities for the Department's most urgent situations and most day-to-day classification processing. However, due to work process changes implemented by the Department of Human Resources Development (DHRD) in classification action processing such as changes in data documentation in the Human Resources Management Systems (HRMS) PeopleSoft version 8 and the review of exemptions from civil service, PMSS workload has increased.

In addition, Departmental priorities such as reorganization efforts by management to address Federal reviews and improvements in the delivery of services to the public by many of the Departmental divisions and administratively attached agencies have impacted PMSS workload. The Department of Justice review of the Office of Youth Services and the Housing and Urban Development (HUD) review of the Hawaii Public Housing Authority (HPHA) have impacted the PMSS by creating the need for the establishment of new classes of work, etc. These types of review are not limited to the administratively attached agencies.

The following operational and management changes have also impacted the PMSS workload:

- DHRD follow-up with the DHS on the number of exempt positions converted to Civil Service positions as a result of Act 330, SLH 2006. An example, the Child and Family Service Review (CFSR) – Program Improvement Plan Project in the SSD has undergone a change in the delivery of services that resulted in an increase in the establishment of new exempt positions which in turn need to be converted to civil service positions.
- Social Worker Study and the implementation of Act 238 that sought to change social worker classifications created an increase of classification workload and an increase in the provision of management advisory services to supervisors and managers in the understanding of changes to the classification of positions. The effects of the study such as

classification of positions and employee data collection continue into the year 2010.

Additional resources of one Personnel Management Specialist IV and one Personnel Clerk IV will greatly enhance PMSS' ability to provide classification services to the Department.

Additional staffing will augment PMSS ability to decrease the turn around time in the classification processing of position actions and to also anticipate and address management needs by conducting position surveys, desk audits and review of selective certification requirements for appropriateness and the on-going provision of management advisory services on classification issues.

In addition, needs/concerns such as gender specific issues for the Hawaii Youth Correctional Facility (HYCF); recommendations for classification specification updates to the DHRD due to changes in operational needs and job changes that have affected the classification of positions; as well as the alignment of exempt positions into the civil service classifications for anticipated replacement of exempt positions to civil service classes, will be handled in a more timely manner. The lack of staffing have also affected the PMSS keeping up with Departmental operational procedures and the PMSS unit needs such as updating operational procedures for both the professional and clerical staff.

The PMSS lost one PMS position when the then Hawaii Housing Authority (HHA) was transferred to the Department of Business, Economic Development and Tourism; however, upon the return of this entity back to the DHS there were no additional PMS positions that were transferred. The increases of 400 positions from the HPHA have also affected the PMSS ability to provide timely classification services. The fact that many of HPHA position descriptions were not updated since the late 1980's in turn reflects management's inability to address operational, programmatic and recruitment concerns in a timely manner.

Indicators for the need for additional staffing are as follows:

- The number of overtime hours that both the professional and clerical staffs have put in to work on classification actions. The two clerical positions have put in approximately 20 hours each per month in overtime and the professional staffs (4 positions) have also put in an average of 15 hours of overtime each every month. Staffs have also diligently put in time and effort without overtime/comp time compensation for the hours spent to address their current workload situation.
- In the first quarter for fiscal year 2008, the number of position actions doubled compared to fiscal year 2007. Records indicate that in FY 2007, 120 position actions were received as

compared to 320 in FY 2008. Due to recent reorganizations of the OYS and the anticipated BESSD reorganizations, the number of anticipated position actions may also increase over the next fiscal year.

- Continued backlog of pending classification actions of approximately 400 position actions also need to be addressed.

In view of the above, additional resources would positively impact on the division/staff office/attached agency administrator's ability to provide increased services to the public it serves and the additional resources to PMSS will enable PMSS to address the increases in Departmental staffing, anticipated reorganizations, and other management priorities within the DHS.

<u>FY 09</u>					
<u>Cost Element</u>	<u>Amount</u>	<u>MOF</u>			
Personal Services	72,660	A			
Equipment	7,984	A			

<u>Position Title</u>	<u>Number</u>	<u>ORG</u>	<u>FTE</u>	<u>Amount</u>	<u>MOF</u>
Position Mgt Spclt IV		AC	1.00	43,824	A
Personnel Clerk IV		AC	1.00	28,836	A

2. Delete Federal funds budgeted for audit fees.

Housekeeping measure to remove the Federal funds budgeted for audit fees. DHS Accountants are now charging the Federal share of the audit fees to the appropriate division.

<u>FY 09</u>		
<u>Cost Element</u>	<u>Amount</u>	<u>MOF</u>
Other Current Expenses	(185,212)	N

- b. For all position count reductions, please specify whether the positions were filled or vacant.

NA

6. Program Restrictions

None

7. Capital Improvement Program (CIP) Requests for Supplemental Year 2008-2009:

None

8. Proposed Lapses of CIP Projects:

None

**SENATE COMMITTEE ON WAYS AND MEANS
BUDGET REQUESTS FOR SUPPLEMENTAL BUDGET 2009
JANUARY 17, 2008**

**LILLIAN B. KOLLER, DIRECTOR
DEPARTMENT OF HUMAN SERVICES**

**VOCATIONAL REHABILITATION AND SERVICES FOR THE BLIND DIVISION
DISABILITY DETERMINATION**

Program Structure Number: 06 02 04 02

Program I.D. and Title: HMS 238 – Disability Determination

Page References in the Executive Budget Supplemental:

Volume II; Pages 506 - 507

1. Introduction:

This program determines the eligibility of disabled applicants for Federal Social Security disability benefits. Funding for this program is 100% Federal funds.

The Fiscal Year 2009 Supplemental Budget request is to increase the Federal appropriation to reflect the increase in Federal Fringe benefit rates.

a. Summary of program objectives.

Maximize program effectiveness and efficiency by determining eligibility of applicants for assistance.

b. Description of program objectives.

The major activity of the Disability Determination program is to determine an applicant's eligibility for Social Security Disability Insurance (SSDI) and Supplemental Security Income (SSI) benefits. Medical consultative exams are required when other recorded documentation is insufficient, contains conflicting evidence or is not timely.

c. Explain of how program intends to meet its objectives in the upcoming supplemental year.

The program will meet its objectives by filling its position vacancies which are totally Federally-funded. Staff efficiency will be improved through training and the use of updated electronic data processing equipment and software that is required by the Social Security Administration (SSA) and is totally funded by the SSA with Federal dollars.

2. Program Performance Results:

- a. Discuss the performance results achieved by each Program in FY 06 and FY 07.

In FY 2006, the program processed 8,465 claims with a 95% accuracy rate. As many as 19,211 individuals plus dependents received SSDI benefits and 16,274 individuals received SSI payments. The SSDI benefits and SSI payments made to residents of Hawaii totaled approximately \$321,284,000.

The program provided 2,860 claimants consultative examinations in FY 2006.

In FY 2007, the program processed 8,686 claims with a 94% accuracy rate. As many as 20,810 individuals received SSDI benefits and 22,251 individuals received SSI payments. The actual SSDI benefits and SSI payments made to residents of Hawaii totaled approximately \$446,284,709.

The program provided 3,380 claimants consultative examinations in FY 2007.

- b. Explain how these results relate to the program's objectives and department's mission.

These results relate to the Department's Program Objectives to help those least able to care for themselves through cash assistance and health insurance.

- c. Explain how the effectiveness of the program is measured (i.e.: outcomes, measures of effectiveness, benchmarks, etc.) and discuss the performance results achieved during the past two years.

1. Percent of claims processed during the year - This is the percent of all the claims received and adjudicated during the year.
2. Percent of cases returned for corrective action - This measures quality and accuracy of the casework decisions.

The program processed 100% of the claims it received in FY 2006 and had nearly the same result in FY 2007. The percent of cases returned for corrective action in FY 2006 was 5%, whereas in FY 2007 it was 6%. The program projects that the cases returned for corrective action will be 4% in FY 2008, though the program will strive to do better than its projection as the program did in FY 2006.

- d. Discuss the actions taken by each program to improve its performance results.

The program is working on filling essential positions, training new and existing staff to increase performance results and increasing efficiency through the use of its electronic data processing system.

To fill its vacancies and be more effective, the program needs to be able to continue recruitment and hiring. The program's positions are fully Federally-funded. The program has reorganized and re-described some of its positions to increase versatility in order to meet changes in workload.

The ability to retain all program positions, which are fully Federally-funded, is essential to the success of this vital, revenue-generating program for disabled persons. The positions and the funds must be available for us to use as soon as we have recruited suitable and willing candidates to fill our vacancies, regardless of how long the positions have been vacant.

- e. Please identify all modifications to your program's performance measures and discuss the rationale for these modifications.

None

3. Problems and Issues:

- a. Discussion of problems and issues encountered, if any.

None

- b. Program change recommendations to remedy problems.

None

- c. Identify any program issues or problems that have affected or will affect the implementation of the program, and the corrective measures or remedies established or planned.

None

4. Expenditures for Fiscal Year 2007-2008:

	Appropriation FY 08	Collective Bargaining	Transfers In/Out	Restrictions	Available Resources	Estimated Expenditures
(Pos. Count)	45.00				45.00	45.00
Personal Services	2,807,200	89,111			2,896,311	2,896,311
Other Current Expenses	2,593,684				2,593,684	2,593,684
Equipment	0				0	0
Motor Vehicles	0				0	0
Total Requirements	5,400,884	89,111	0	0	5,489,995	5,489,995
(Pos. Count)					0.00	0.00
General Fund					0	0
(Pos. Count)					0.00	0.00
Special Fund					0	0
(Pos. Count)	45.00				45.00	45.00
Federal Fund	5,400,884	89,111			5,489,995	5,489,995
(Pos. Count)	0.00				0.00	0.00
Other Fund	0				0	0

- a. Explain all transfers within the Program I.D. and the impact on the program.

None

- b. Explain all transfers between Program I.D.s and the impact on the program.

None

- c. Explain any restrictions and the impacts on the program.

None

5. Supplemental Budget Requests for Fiscal Year 2008-2009:

	Act 213/SLH 2007 FY 09	Budget Request FY 09	Executive Supplemental Budget FY 09
	Appropriation		
(Pos. Count)	45.00	0.00	45.00
Personal Services	2,807,202	437,285	3,244,487
Other Current Expenses	2,593,684	0	2,593,684
Equipment	0	0	0
Motor Vehicles	0	0	0
Total Requirements	5,400,886	437,285	5,838,171
(Pos. Count)	0.00	0.00	0.00
General Funds	0	0	0
(Pos. Count)	0.00	0.00	0.00
Special Funds	0	0	0
(Pos. Count)	45.00	0.00	45.00
Federal Funds	5,400,886	437,285	5,838,171
(Pos. Count)	0.00	0.00	0.00
Other Funds	0	0	0

Provide the total position counts and funds requested.

- a. Workload or program request:

Increase Federal fund appropriation to accommodate higher Federal fringe benefit rates.

FY 09

<u>Cost Element</u>	<u>Amount</u>	<u>MOF</u>
Personal Services	437,285	N

- b. For all position count reductions, please specify whether the positions were filled or vacant.

None

6. Program Restrictions

None

- 7. Capital Improvement Program (CIP) Requests for Supplemental Year 2008-2009: CIP data for all projects within the agency being heard shall be combined into a single appendix in the department's testimony.**

None

8. Proposed Lapses of CIP Projects:

None

**SENATE COMMITTEE ON WAYS AND MEANS
BUDGET REQUESTS FOR SUPPLEMENTAL BUDGET 2009
JANUARY 17, 2008**

**LILLIAN B. KOLLER, DIRECTOR
DEPARTMENT OF HUMAN SERVICES**

**VOCATIONAL REHABILITATION AND SERVICES FOR THE BLIND DIVISION
VOCATIONAL REHABILITATION**

Program Structure Number: 02 04 03

Program I.D. and Title: HMS 802 – Vocational Rehabilitation

Page References in the Executive Budget Supplemental:

Volume II; Pages 483 - 485

1. Introduction:

The Vocational Rehabilitation program is an employment program for disabled persons. **The Fiscal Year 2009 Supplemental Budget request is to increase the Federal appropriation to reflect the increase in Federal Fringe benefit rates.**

a. Summary of program objectives.

Enable those with physical and mental disabilities to achieve gainful employment by providing them with vocational rehabilitation services.

b. Description of program objectives.

1. Applications Processed – The counselors review applications and accept or reject an applicant after an assessment is done. This involves medical, social, psychological and diagnostic work-ups to determine if an individual is eligible for services.
2. Vocational Rehabilitation Plans Developed – Once an applicant is accepted, a thorough vocational assessment is done and an individualized plan to achieve gainful employment is developed by the client and the counselor.

3. Vocational Rehabilitation Services Provided – The client receives one or a combination of the following services: assessment, counseling and guidance, diagnosis and medical treatment, training and job placement to assist the individual with a disability to become gainfully employed.
 4. Successful Job Placement Achieved – The program defines this as the situation in which a client with a disability has been on the job for more than 90 days and whose case has been closed as successfully rehabilitated.
- c. Explanation of how program intends to meet its objectives in the upcoming supplemental year.

Program objectives and activities have focused upon processing applications, developing individual employment plans, delivering vocational rehabilitation services and placing eligible individuals with significant to the most significant disabilities into employment.

To enhance the skills and quality of services provided by VR Specialists, the program requires that they earn a Master's degree in Rehabilitation Counseling. The program pays for all expenses associated with this effort.

2. Program Performance Results:

- a. Discuss the performance results achieved by each Program in FY 06 and FY 07.

In FY 2006 the program processed 2,704 applications, developed 1,408 individualized plans, provided 7,712 clients with vocational rehabilitation services and successfully placed 698 clients into jobs. Of these successful placements, 214 or 31% were on State-funded cash assistance prior to successful rehabilitation into employment through the VR program.

In FY 2007 the program processed 2,716 applications, developed 1,513 vocational rehabilitation plans, provided 7,858 clients with vocational rehabilitation services and successfully placed 560 individuals into jobs.

Of these successful placements, 158 or 28% were on State-funded cash assistance prior to their successful rehabilitation into employment through the VR program.

- b. Explain how these results relate to the program's objectives and department's mission.

These results relate to the Department's Program Objectives to provide job training and placement services that help individuals achieve financial self-sufficiency.

- c. Explain how the effectiveness of the program is measured (i.e.: outcomes, measures of effectiveness, benchmarks, etc.) and discuss the performance results achieved during the past two years.

Program effectiveness is measured by:

1. The number of those receiving services as a percentage of those needing services – This percentage is determined by dividing the number of clients who receive vocational rehabilitation services during the year by the number of individuals with disabilities of working age in the State.
2. The number of those placed in jobs as a percentage of those receiving services – This percentage is determined by the number of successful job placements divided by the number of clients who receive services during the year.
3. The average time to achieve gainful employment - This is the average number of months from application to successful job placement.
4. The average cost per individual to achieve employment – This is the average cost of services from application to successful job placement.
5. The average weekly earnings of those placed in jobs as a percentage of earnings prior to receiving services – this percentage

is determined by dividing the earnings of applicants by their earnings after successful job placement.

The performance results achieved were:

1. The program served 7,712 or about 16% of the estimated individuals with disabilities in the State in FY 2006. In FY 2007 the program served 7,858 or again about 16%. The program expects it will serve an estimated 8,000 individuals with disabilities in FY 2008.
2. The program successfully placed 698 individuals with disabilities into jobs, or about 9% of those individuals receiving services in FY 2006. In FY 2007 the program successfully placed 560 individuals or about 7%. The decrease in successful job placements was due to the emphasis in the Rehabilitation Act on serving individuals with significant disabilities, particularly those with the most significant disabilities. These individuals require more services at greater expense and time to achieve economic self sufficiency.
3. The average time from application to successful job placement was 27 months in FY 2006. In FY 2007 the average time was 26 months. The program expects that the average time will increase to approximately 30 months in FY 2008 as more individuals with disabilities spend more time in their rehabilitation programs and receive additional services to prepare for more meaningful careers.
4. In FY 2006 the average cost per individual was \$3,900. The average cost per individual to achieve employment in FY 2007 was \$4,482. The variance is due to an increase in the cost for goods and services and the amount of services that individuals with disabilities need to achieve employment.
5. The average weekly earnings of those placed in jobs increased 607% in FY 2006. In FY 2007 the average weekly earnings

increased 492%. The variance is due to a significant number of individuals with disabilities with higher earnings at application than anticipated. The program expects that the increase average weekly earnings will be 650% in FY 2008 as more participants are expected to maximize their employment and increase the wages and benefits they receive.

- d. Discuss the actions taken by each program to improve its performance results.

The VR program has taken steps to increase the number of individuals achieving employment by enhancing rehabilitation goals and services, developing staff, seeking alternative funding sources that help lead to employment outcomes, and building partnerships with employers and private service providers.

- e. Please identify all modifications to your program's performance measures and discuss the rationale for these modifications.

None

3. Problems and Issues:

- a. Discussion of problems and issues encountered, if any.

None

- b. Program change recommendations to remedy problems.

None

- c. Identify any program issues or problems that have affected or will affect the implementation of the program, and the corrective measures or remedies established or planned.

None

4. Expenditures for Fiscal Year 2007-2008:

	Appropriation FY 08	Collective Bargaining	Transfers In/Out	Restrictions	Available Resources	Estimated Expenditures
(Pos. Count)	122.50				122.50	122.50
Personal Services	7,635,067	264,033			7,899,100	7,899,100
Other Current Expenses	10,729,404				10,729,404	10,729,404
Equipment					0	0
Motor Vehicles					0	0
Total Requirements	18,364,471	264,033	0	0	18,628,504	18,628,504
(Pos. Count)	27.13				27.13	27.13
General Fund	4,084,904	47,241			4,132,145	4,132,145
(Pos. Count)	0.00				0.00	0.00
Special Fund	0				0	0
(Pos. Count)	95.37				95.37	95.37
Federal Fund	12,949,367	216,792			13,166,159	13,166,159
(Pos. Count)	0.00				0.00	0.00
Other Fund	1,330,200				1,330,200	1,330,200

- a. Explain all transfers within the Program I.D. and the impact on the program.

None

- b. Explain all transfers between Program I.D.s and the impact on the program.

None

- c. Explain any restrictions and the impact on the program.

None

5. Supplemental Budget Requests for Fiscal Year 2008-2009:

	Act 213/SLH 2007 FY 09	Budget Request	Executive Supplemental Budget
	Appropriation	FY 09	FY 09
(Pos. Count)	122.50	0.00	122.50
Personal Services	7,635,350	826,306	8,461,656
Other Current Expenses	10,729,404	0	10,729,404
Equipment	0	0	0
Motor Vehicles	0	0	0
Total Requirements	18,364,754	0	19,191,060
(Pos. Count)	27.13	0.00	27.13
General Funds	4,085,181	0	4,085,181
(Pos. Count)	0.00	0.00	0.00
Special Funds	0	0	0
(Pos. Count)	95.37	0.00	95.37
Federal Funds	12,949,373	826,306	13,775,679
(Pos. Count)	0.00	0.00	0.00
Other Funds	1,330,200	0	1,330,200

Provide the total position counts and funds requested.

a. Workload or program request:

Increase the Federal appropriation to accommodate a higher Federal fringe benefit rate.

	<u>FY 09</u>	
<u>Cost Element</u>	<u>Amount</u>	<u>MOF</u>
Personal Services	826,306	N

b. For all position count reductions, please specify whether the positions were filled or vacant.

N/A

6. Program Restrictions

None

7. **Capital Improvement Program (CIP) Requests for Supplemental Year 2008-2009: CIP data for all projects within the agency being heard shall be combined into a single appendix in the department's testimony.**

None

8. **Proposed Lapses of CIP Projects:**

None

**SENATE COMMITTEE ON WAYS AND MEANS
BUDGET REQUESTS FOR SUPPLEMENTAL BUDGET 2009
JANUARY 17, 2008**

**LILLIAN B. KOLLER, DIRECTOR
DEPARTMENT OF HUMAN SERVICES**

APPENDIX: DHS CIP PROJECTS

1. HMS 220 – Rental Housing Services

a. Project title and description.

Lump Sum CIP – Non-routine Repair and Maintenance,
Improvements and Renovations, Statewide

b. Financial requirements by project phase and means of financing.

<u>PHASE</u>	<u>MOF</u>	<u>FY 2008</u>	<u>FY 2009</u>
Design	C	2,000,000	2,000,000
Construction	C	18,000,000	18,000,000
Total	C	20,000,000	20,000,000

c. Explanation and scope of project.

The HPHA is repairing or renovating various low-income and elderly State and Federal Projects in HPHA's inventory. Some examples of work being performed include re-roofing, repainting, asbestos abatement, repairing solar water heating system, and repairing interior plumbing.

d. Justification for the project.

The majority of the HPHA's buildings were old and obsolete and have building code issues, requiring extraordinary maintenance and repairs. Some buildings have lead-based paint and asbestos hazards which may be problematic for the health and safety of the families residing in the public housing units.

e. For all lump sum requests, please provide a specific breakout detailing specific projects for all planned expenditures.

See Attachment 1

- f. Senate and House District(s) for the project.

House: Districts statewide Senate: Districts statewide

2. HMS 220 – Rental Housing Services

- a. Project title and description.

Elevator Improvements, Statewide

- b. Financial requirements by project phase and means of financing.

<u>PHASE</u>	<u>MOF</u>	<u>FY 2008</u>	<u>FY 2009</u>
Design	C	750,000	410,000
Construction	C	4,250,000	6,000,000
Total	C	5,000,000	6,410,000

- c. Explanation and scope of project.

The HPHA's elevators average age is 29 years. Given the age of the elevators and the condition, all the HPHA's elevators will be either modernized or renovated to meet current ADA standards.

- d. Justification for the project.

The majority of the HPHA elevators are located in elderly high rise buildings. With an average age of 29 years, the HPHA elevators are currently experiencing reliability problems, resulting in the HPHA tenants without reliable elevator service. Therefore, the HPHA intends to modernize or renovate all its elevators.

- e. For all lump sum requests, please provide a specific breakout detailing specific projects for all planned expenditures.

See Attachment 1

- f. Senate and House District(s) for the project.

House: Districts 26, 29, 35, 39 Senate: Districts 11, 14, 18, 22

3. HMS 224 Homeless Services

a. Project title and description.

Emergency/transitional shelter replacement for Next Step Shelter which has limited time in Kakaako, Oahu.

b. Financial requirements by project phase and means of financing.

\$200,000	Planning
\$15,000,000	Property Acquisition
\$300,000	Design
\$4,000,000	Construction
<u>\$500,000</u>	<u>Equipment</u>
\$20,000,000	TOTAL (CIP FUNDS)

c. Explanation and scope of project.

The \$20M request is to cover the purchase of property in urban Honolulu and the renovation of the property to accommodate the need for another shelter in the urban core to mitigate the needs of the homeless. About fifty properties in urban Honolulu have been investigated for the potential emergency-transitional shelter, and several prospective sites are on the short list for additional research and discussion.

d. Justification for the project.

The Next Step Shelter was a temporary facility to respond to the emergency need of homeless persons in downtown Honolulu, especially the 200+ displaced by the City's night time closing of Ala

Moana Beach Park. The Shelter is on a month-to-month extension, but must eventually relocate to make room for demolition of the warehouse for future waterfront development. However, the demand for shelter space has not abated, in spite of the transition of 489 people since the Shelter opened. To date, 739 people have received shelter services at Next Step which first opened on May 1, 2006.

- e. For all lump sum requests, please provide a specific breakout detailing specific projects for all planned expenditures.

This request is for one project site only.

- f. Senate and House district(s) for the project.

Senate Districts: 12, 13

House Districts: 28, 29

DHS CIP Appendix
Attachment 1 - HMS 220 Lump Sum CIP Breakout

Project Title	Project Description	Breakout		Legislative Districts
- Lanakila Homes - Renovation of Existing Buildings	Renovation of 32 Vacant Buildings (64 units)	Design	750,000	Senate District 1
		Construction	7,500,000	House District 2
- Pomaikai Homes Improvements	ADA, Abatement, Roofing & Renovations	Design	80,000	Senate District 1
		Construction	745,000	House District 2
- Kalaheo Improvements	Repaint exterior walls and reroof all buildings	Design	45,000	Senate District 7
		Construction	270,000	House District 16
- Hui O Hanamaulu Improvements	Repaint exterior walls, reroof all buildings, ADA accessibility	Design	75,000	Senate District 7
		Construction	575,000	House District 15
- Hale Nana Kai O Kea Improvements	Spall repair, ADA accessibility, Repair exterior and Replace Windows	Design	75,000	Senate District 7
		Construction	575,000	House District 14
- Hale Hoolulu Improvements	Repaint exterior, Reroof and upgrade emergency call system	Design	40,000	Senate District 7
		Construction	240,000	House District 14
- Kawailehua (State) Improvements	Replace windows and Exterior Siding	Design	40,000	Senate District 7
		Construction	360,000	House District 16
- Kawailehua (Federal) Exterior Improvements	Reroof, install gutter repair exterior siding and repaint exterior walls	Design	30,000	Senate District 7
		Construction	270,000	House District 16
- Kahekili Terrace Improvements	Replace Hot Water Solar System, Install Security Lighting and Repaint Exterior	Design	65,000	Senate District 4
		Construction	580,000	House District 8
- Makani Kai Hale Improvements	Reroof, install rain gutters and repair exterior	Design	60,000	Senate District 4
		Construction	500,000	House District 8
- David Malo Circle Exterior Improvements	Paint Exterior of all Bldgs	Design	45,000	Senate District 5
		Construction	230,000	House District 10
- Piilani Homes Interior Improvements	Renovate Kitchen and Bath and abate asbestos floor tile	Design	75,000	Senate District 5
		Construction	675,000	House District 10
- Kalakaua Homes Roof Improvements	Re-roof and Install Fall Protection	Design	50,000	Senate District 11
		Construction	375,000	House District 22
- Makua Alii Roof Improvements	Re-roof and install Fall Protection	Design	45,000	Senate District 11
		Construction	405,000	House District 22
- Puuwai Momi Solar Water Improvements	Replace Solar Water Heating System	Design	175,000	Senate District 15
		Construction	1,400,000	House District 32
- Salt Lake Apartments Interior Improvements	Renovate plumbing system, kitchen cabinets, electrical system, and asbestos abatement	Design	200,000	Senate District 15
		Construction	1,700,000	House District 31
- Mayor Wright Homes Kitchen and Bath Improvements	Renovate Kitchen and Bath	Design	150,000	Senate District 12
		Construction	1,600,000	House District 28
		Total=	20,000,000	