

State of Alaska FY2002 Governor's Operating Budget

Department of Health and Social Services
Family and Youth Services Management
BRU/Component

Component: Family and Youth Services Management

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Component Mission

The mission of the Division of Family and Youth Services is to protect children who are abused and neglected or at risk of abuse and neglect.

Component Services Provided

The primary purpose of the Family and Youth Services Management component is to provide comprehensive technical, managerial and financial support to the front line social workers located in four regions in twenty-nine field offices located throughout the state. This component provides funding for the DFYS Central Office which is composed of six primary units including: the DFYS Director's Office; the Family Services Unit; the Administrative Support Unit; the Grants/Contracts/Purchase of Services Unit; the Federal Financing Unit; and the Data Processing Unit.

- The DFYS Director's Office provides oversight and guidance on program development and Division policy implementation.

- The Family Services Unit performs program development and field support in licensing of all non-medical child care facilities (community care licensing), which includes assistance in investigations, revocations, litigation and regulations development. This unit coordinates with the Division of Mental Health & Developmental Disabilities (DMHDD) and the Alaska Mental Health Board in planning for severely emotionally disturbed children in DFYS custody who need mental health services. The Family Service Unit also coordinates with other divisions and departments on significant issues such as citizen review panels and child support enforcement. This unit tracks State and Federal legislation related to these areas, ensures compliance, analyzes State legislation for conflicts with Federal laws and regulations and reviews Federal legislation and regulatory changes for impact on State programs. The Family Service Unit ensures statewide consistency in practice by providing support, including but not limited to: technical assistance to the field, analysis of proposed legislation, preparation of draft position papers and regulations, policies and procedures to carry out the Division's responsibilities. This unit writes and administers grants related to program improvements, coordinates with other divisions and departments on Family Services issues and prepares and publishes the Division's annual report that includes the analysis of data found in the management information/workload accounting system of Prober.

- The Fiscal Section is composed of the Administrative Support, Grants/Contracts, and Federal Financing Units. The Fiscal Section establishes and monitors the current status of all appropriations and revenue sources, monitors the fiscal policies for the Division, and ensures that expenditures are made in accordance with generally accepted accounting principles, the laws of the State of Alaska, the Administrative Manual and the policy and procedures of the Department. The Fiscal Section provides technical procurement assistance to other central office personnel and to the Regional and Field Office personnel. The unit manages the Division's responsibilities for the development of major portions of the Purchased Services BRU including the Division's foster care, subsidized adoption & guardianship program, family preservation, residential child care, and court ordered and reunification efforts components. This unit coordinates the fiscal and budget work of DFYS regions and works closely with the Department's Division of Administrative Services. The Federal Financing Unit was created in FY2000 to develop flexible funding mechanisms to maximize Federal funding resources to enable the Division to improve and increase service delivery to DFYS clients. The Division anticipates that work done by this new unit will enable the Department to increase Federal receipts by several million dollars.

- Data Processing Unit (DPU) maintains the Division's PC-based case management/workload accounting system (PROBER) and the Division's mainframe provider payment system. It is responsible for the planning, implementation, maintenance and administration of approximately 32 local area networks providing technical support to almost 400 end users. This includes the purchase, installation, and maintenance of the hardware and software for all DFYS offices. Additionally, the unit is also assisting in the development and implementation of the Division's new client management information system referred to as ORCA (Online Resources for the Children of Alaska) which will

integrate the case management workload accounting system and the provider payment system on a common platform.

Component Goals and Strategies

1) PROVIDE COMPREHENSIVE PROGRAM, MANAGERIAL AND FINANCIAL SUPPORT TO THE DIVISION'S FRONT LINE SOCIAL WORKERS:

· Utilize the six primary units within the DFYS Family and Youth Services Management component to provide comprehensive technical, managerial and financial support to the front line social workers located in four regions in twenty-nine field offices located throughout the state. The six primary units include: the DFYS Director's Office; the Family Services Unit; the Administrative Support Unit; the Grants/Contracts/Purchase of Services Unit; the Federal Financing Unit; and the Data Processing Unit.

2) DEVELOP FLEXIBLE FUNDING MECHANISMS TO IMPROVE AND EXPAND SERVICE DELIVERY:

· The Federal Financing Unit, created in FY2000, will develop flexible funding mechanisms to maximize Federal funding resources to enable the Division to improve and increase service delivery to DFYS clients. The Division anticipates that work done by this new unit will enable the Department to increase Federal receipts by several million dollars.

3) DEDICATED STAFF RESOURCES FOR SUCCESSFUL DEVELOPMENT AND IMPLEMENTATION OF THE NEW ORCA MANAGEMENT INFORMATION SYSTEM:

· The Division has dedicated three DFYS Central Office positions including a Project Manager a Data Processing Manager, and an Analyst Programmer position to ensure the successful design and implementation of the State's federally mandated client information system referred to as ORCA (On-line Resources for the Children of Alaska). The ORCA system will be a combined client case management information system and provider payment system. ORCA will replace the Division's current case management system and the DFYS Provider Payment System. ORCA will improve the Division's ability to protect children by providing "real time" case management information including status of cases, activities completed, outcomes reached, and services needed for children in custody. The ORCA system will be utilized by over 369 DFYS social workers and support staff located in 29 DFYS Field Offices and four Regional Offices spanning from Ketchikan to Barrow.

Key Component Issues for FY2001 – 2002

The Division of Family & Youth Services provides quality social services directed at child protection and promoting family stability throughout the State of Alaska. In order to continue to provide these services the agency has established and maintains a training academy to better prepare front line social workers. The Division is experiencing less employee turnover and is focusing on longer retention of qualified staff.

The Division is responding to federal and state mandates and legislation to move children into permanent placements and continues to direct its attention on this issue through the Balloon Project and Project SUCCEED. Other federal compliance issues affecting the Division and its operations is the Section 1918 Indian Child Welfare Act, Resumption of Exclusive Jurisdiction by the Native Villages of Barrow and Chevak. Tribal foster care licensing and payments are other related issues on which the Division is focusing.

Reorganization of the DFYS into two separate Divisions and the creation of a fourth region within DFYS has allowed more support and oversight in the field. The Division continues to focus on safety concerns through complete criminal background checks on everyone having contact with the children and increased travel for complaint investigations of licensed providers.

Major Component Accomplishments for FY2000

A. DFYS CENTRAL OFFICE PERSONNEL SUPPORTED THE DIRECTOR AND THE DIVISION'S FOUR REGIONS IN THE DELIVERY OF SERVICES.

- Provided professional reviews and analysis on changes in State and Federal requirements; assisted in implementation of decisions; analyzed and testified on proposed legislation; reviewed and revised necessary regulatory changes; and responded to inter-governmental and public inquiries.
- The Division improved its management information system by connecting many of the field offices electronically to the regional and central office via the wide area network (WAN).
- Created Federal Financing Unit: The Division's operating budget includes over \$23 million in Federal Receipts authority. Primary Federal funding sources include: Title IV-B and IV-E, Title XX Social Services Block Grant, Social Security/SSI, Title XIX Medicaid and TANF funds. The Federal Financing Unit was created in FY2000 to develop flexible funding mechanisms to maximize Federal funding resources to enable the Division to improve and increase service delivery to DFYS clients. The Division anticipates that work done by this new unit will enable the Department to increase Federal receipts by several million dollars.

B. DEVELOPED APSIN DATA EXCHANGE PROJECT TO INCREASE SAFETY OF CHILDREN IN FOSTER CARE:

- DFYS developed the APSIN Data Exchange Project in cooperation with the Department of Public Safety (DPS), to increase the safety of children in foster care. The APSIN Data Exchange Project provides a computer interface between the DFYS client case management system Prober and the Alaska Public Safety Information Network (APSIN). DFYS foster care providers are identified or flagged in APSIN and DFYS is notified in the event a foster care provider has been arrested or has had any other interaction with the criminal justice system. DFYS reviews these notices and determines whether or not continued placement of a child in the providers' home poses a risk to the child.

C. INDEPENDENT LIVING COORDINATOR ESTABLISHED:

- In FY2000 the Division established an Independent Living Coordinator position to implement and oversee DFYS Independent Living Programs. Funding of this position was made possible due to increased Federal funds for the Independent Living Program in the Family Preservation component. This position plays a critical role in overseeing programs which provide support to transition youths in DFYS custody who will be entering young adulthood and leaving Division custody.

Statutory and Regulatory Authority

AS 47.14.100 Powers and duties of department over care of child.

Key Performance Measures for FY2002

Measure: The performance measure for this component is set up at the BRU level. Please see the performance measures under the Family and Youth Services BRU.
(Not yet addressed by Legislature.)

Status of FY2001 Performance Measures

	<i>Achieved</i>	<i>On track</i>	<i>Too soon to tell</i>	<i>Not likely to achieve</i>	<i>Needs modification</i>
<ul style="list-style-type: none"> • The performance measure for this component is set up at the BRU level. Please see the performance measures under the Family and Youth Services BRU. 			X		

Family and Youth Services Management
Component Financial Summary

All dollars in thousands

	FY2000 Actuals	FY2001 Authorized	FY2002 Governor
Non-Formula Program:			
Component Expenditures:			
71000 Personal Services	3,237.5	3,465.1	3,454.0
72000 Travel	153.3	37.8	37.8
73000 Contractual	868.0	756.1	756.1
74000 Supplies	86.8	78.8	78.8
75000 Equipment	50.6	32.0	32.0
76000 Land/Buildings	0.0	0.0	0.0
77000 Grants, Claims	0.0	0.0	0.0
78000 Miscellaneous	0.0	0.0	0.0
Expenditure Totals	4,396.2	4,369.8	4,358.7
Funding Sources:			
1002 Federal Receipts	2,285.4	2,321.4	2,459.4
1003 General Fund Match	594.7	588.6	597.7
1004 General Fund Receipts	1,138.0	842.1	846.0
1007 Inter-Agency Receipts	232.2	297.2	296.5
1047 Title XX	145.9	145.9	0.0
1053 Investment Loss Trust Fund	0.0	14.8	0.0
1061 Capital Improvement Project Receipts	0.0	159.8	159.1
Funding Totals	4,396.2	4,369.8	4,358.7

Estimated Revenue Collections

Description	Master Revenue Account	FY2000 Actuals	FY2001 Authorized	FY2001 Cash Estimate	FY2002 Governor	FY2003 Forecast
Unrestricted Revenues						
None.		0.0	0.0	0.0	0.0	0.0
Unrestricted Total		0.0	0.0	0.0	0.0	0.0
Restricted Revenues						
Federal Receipts	51010	2,285.4	2,321.4	0.0	2,459.4	2,467.3
Interagency Receipts	51015	232.2	297.2	290.1	296.5	297.2
Title 20	51145	145.9	145.9	145.9	0.0	0.0
Capital Improvement Project Receipts	51200	0.0	159.8	0.0	159.1	156.8
Investment Loss Trust Fund	51393	0.0	14.8	0.0	0.0	0.0
Restricted Total		2,663.5	2,939.1	436.0	2,915.0	2,921.3
Total Estimated Revenues		2,663.5	2,939.1	436.0	2,915.0	2,921.3

Family and Youth Services Management
Proposed Changes in Levels of Service for FY2002

No changes are proposed for FY2002.

Summary of Component Budget Changes
From FY2001 Authorized to FY2002 Governor

All dollars in thousands

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
FY2001 Authorized	1,445.5	2,467.3	457.0	4,369.8
Adjustments which will continue current level of service:				
-Year 2 Labor Costs - Net Change from FY2001	-1.8	-7.9	-1.4	-11.1
FY2002 Governor	1,443.7	2,459.4	455.6	4,358.7

Family and Youth Services Management

Personal Services Information

Authorized Positions			Personal Services Costs	
	FY2001 Authorized	FY2002 Governor		
Full-time	55	60	Annual Salaries	2,728,338
Part-time	2	0	COLA	43,983
Nonpermanent	0	0	Premium Pay	334
			Annual Benefits	940,995
			<i>Less 6.99% Vacancy Factor</i>	<i>(259,650)</i>
			Lump Sum Premium Pay	0
Totals	57	60	Total Personal Services	3,454,000

Position Classification Summary

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Accountant II	0	0	1	0	1
Accountant III	0	0	3	0	3
Accounting Clerk I	0	0	1	0	1
Accounting Clerk II	0	0	3	0	3
Accounting Tech I	0	0	1	0	1
Accounting Tech II	0	0	1	0	1
Accounting Tech III	0	0	1	0	1
Administrative Clerk II	1	0	3	0	4
Administrative Manager I	0	0	1	0	1
Administrative Manager IV	0	0	1	0	1
Analyst/Programmer II	1	1	2	0	4
Analyst/Programmer III	0	0	1	0	1
Analyst/Programmer IV	0	0	1	0	1
Analyst/Programmer V	0	0	1	0	1
Data Processing Mgr I	0	0	1	0	1
Development Specialist II	0	0	1	0	1
Division Director	0	0	1	0	1
Grants Administrator II	0	0	1	0	1
Medical Assist Admin I	0	0	1	0	1
Micro/Network Spec I	0	0	1	0	1
Micro/Network Spec II	0	0	1	0	1
Micro/Network Tech II	1	0	0	0	1
Project Manager	0	0	1	0	1
Research Analyst III	0	0	1	0	1
Research Analyst IV	0	0	1	0	1
Secretary	0	0	1	0	1
Social Services Prog. Admin.	0	0	2	0	2
Social Svcs Assoc III	0	0	2	0	2
Social Svcs Prog Coord	0	0	9	0	9
Social Svcs Prog Officer	0	0	4	0	4
Social Worker IV	2	0	4	1	7
Totals	5	1	53	1	60