

San Francisco Health Service System Proposed FY 2021-22 and FY 2022-23 General Fund Administration Budget

February 10, 2020

Health Service System Finance Committee

Mayor's Budget Instructions

SFHSS General Fund Administration Budget

Fiscal Year 2021-2022 & Fiscal Year 2022-2023:

- Mayor's Budget Instructions (December 16, 2020)
 - FY 21-22 & 22-23 Cumulative Shortfall (\$653.2M)
 - Policy Priorities:
 - Supporting small business and economic recovery
 - Programs with demonstrated outcomes centered around equity
 - Implementing homelessness and mental health programming
 - Continuing to respond to COVID
 - Submit proposals w/ Mandatory reductions by February 22, 2021
 - FY 21-22: -\$273,012
 - FY 22-23: -\$273,012
 - Develop Contingent reductions
 - FY 21-22: -\$91,004
 - FY 22-23: -\$91,004

Summary

General Fund Administrative Budget

FY21-22

- Base
- Proposed
- Change

FY22-23

- Base
- Proposed
- Change

Table I. SFHSS Propose General Fund Administrative Budget - Achieving Mayor's Target Budget Reductions	2021-2022 Revised Base Budget (GF)	2021-2022 Budget Proposal Per MYR Target (GF)	Change From Requested to Revised/Target 2020-2021	2022-2023 Revised Base Budget (GF)	2022-2023 Budget Proposal Per MYR Target (GF)	Change From Requested to Revised/Target 2020-2021
Approved FTEs	54.95	57.15	2.20	50.95	57.66	6.71
Non-Operating Positions (cap/other)	-7.61	-9.71	-2.10	-3.61	-10.21	6.60
Net Operating Positions	47.34	47.44	-0.10	47.34	47.45	-0.11
Sources						
Charges for Services	9,131	9,131	0	9,131	9,131	0
Other Revenues	625,958	625,958	0	625,958	625,958	0
Expenditure Recovery	11,761,441	11,367,077	-394,364	11,761,441	11,877,281	115,840
General Fund Support	357,951		-357,951	660,503		-660,503
Sources Total	12,754,481	12,002,166	-752,315	13,057,033	12,512,370	-544,663
Uses - Operating Expenditures						
Personnel						
Salaries	5,534,648	5,558,758	24,110	5,809,946	5,835,257	25,311
Mandatory Fringe Benefits	2,798,223	2,810,037	11,814	2,825,477	2,837,880	12,403
	8,332,871	8,368,795	35,924	8,635,423	8,673,137	37,714
Training & Travel	23,481	28,206	4,725	23,481	23,440	-41
Software License	41,035	181,466	140,431	41,035	176,685	135,650
Contracts	2,270,281	1,460,992	-809,289	2,270,281	1,567,565	-702,716
Other	66,842	33,995	-32,847	66,842	50,904	-15,938
Non-Personnel Services	2,401,639	1,704,659	-696,980	2,401,639	1,818,594	-583,045
Materials & Supplies	47,717	41,286	-6,431	47,717	71,362	23,645
Services Of Other Depts	1,972,254	1,887,426	-84,828	1,972,254	1,949,277	-22,977
Uses Total	12,754,481	12,002,166	-752,315	13,057,033	12,512,370	-544,663
Renewal of Expanded Employee Assistance Program Added April 2020			588,000			588,000
Mayor's Instructions						
MYR GF Mandtory Target Reduction	(273,012)			(273,012)		
Total	12,481,469	12,002,166	(479,303)	12,784,021	12,512,370	(271,651)
MYR GF Contingency Target Reductior	(91,004)			(91,004)		
Total	12,390,465	12,002,166	(388,299)	12,693,017	12,512,370	(180,647)

Personnel: Positions, Salaries & Mandatory Fringe Benefits

- No new net operating positions
 - Current baseline in FY 22-23 reduced 4 FTEs assumed end of project positions
- Reclassification of a position for implementation of new health plans results in base changes in salary & mandatory fringes

Table II. SFHSS Propose General Fund Administrative Budget - FTE's, Salary & Mandatory Fringe Benefits	2021-2022 Revised Base Budget (GF)	2021-2022 Budget Proposal Per MYR Target (GF)	Change From Requested to Revised/Target 2020-2021	2022-2023 Revised Base Budget (GF)	2022-2023 Budget Proposal Per MYR Target (GF)	Change From Requested to Revised/Target 2020-2021
Approved FTEs	54.95	57.05	2.10	50.95	57.06	6.11
Non-Operating Positions (cap/other)	-7.61	-9.71	2.10	-3.61	-9.71	6.10
Net Operating Positions	47.34	47.34	0.00	47.34	47.35	-0.01
Sources						
Personnel						
Salaries	5,534,648	5,558,758	24,110	5,809,946	5,835,257	25,311
Mandatory Fringe Benefits	2,798,223	2,810,037	11,814	2,825,477	2,837,880	12,403
	8,332,871	8,368,795	35,924	8,635,423	8,673,137	37,714

Non-Personnel: Training, Software & Licensing, Contracts and Other

- Training: Increase for EAP/Well-Being training
- Software & Licensing: Increase for Cortico, first responder focused resource for mental & physical Well-Being application
- Contracts:
 - Reduced Well-Being programs for onsite and specific departments
 - 24/7 EAP program provided by ComPsych (\$588 K)
- Other: Copier and Credit Card fees

Table III. SFHSS Propose General Fund Administrative Budget - Non-Personnel Expenditures	2021-2022 Revised Base Budget (GF)	2021-2022 Budget Proposal Per MYR Target (GF)	Change From Requested to Revised/Target 2020-2021	2022-2023 Revised Base Budget (GF)	2022-2023 Budget Proposal Per MYR Target (GF)	Change From Requested to Revised/Target 2020-2021
Training & Travel	23,481	28,206	4,725	23,481	23,440	-41
Software License	41,035	181,466	140,431	41,035	176,685	135,650
Contracts	2,270,281	1,460,992	-809,289	2,270,281	1,567,565	-702,716
Other	66,842	33,995	-32,847	66,842	50,904	-15,938
Non-Personnel Services	2,401,639	1,704,659	-696,980	2,401,639	1,818,594	-583,045

Materials & Supplies

- Program Training Material:
 - Increase for EAP in F22-23 for Leadership In Action, Mediation Training for city managers & supervisors
 - Increase Well-Being program materials

Table IV. Materials & Supplies	2021-2022 Revised Base Budget (GF)	2021-2022 Budget Proposal Per MYR Target (GF)	Change From Requested to Revised/Target 2020-2021	2022-2023 Revised Base Budget (GF)	2022-2023 Budget Proposal Per MYR Target (GF)	Change From Requested to Revised/Target 2020-2021
General Office Supplies	17,192	16,192	-1,000	17,192	17,192	0
Employee Assistance Program Training Materials	17,375	19,294	1,919	17,375	41,020	23,645
Employee Assistance Program Training Materials	13,150	5,800	-7,350	13,150	13,150	0
Sources Total	47,717	41,286	-6,431	47,717	71,362	23,645

Work Orders – Interdepartmental Services

Little Change
FY21-22

- Lower in lease terms
- Lower Rec & Park

FY22-23

- Lower in lease terms

Table V. Interdepartmental Services (Work Orders)	2021-2022 Revised Base Budget (GF)	2021-2022 Budget Proposal Per MYR Target (GF)	Change From Requested to Revised/Target 2020-2021	2022-2023 Revised Base Budget (GF)	2022-2023 Budget Proposal Per MYR Target (GF)	Change From Requested to Revised/Target 2020-2021
Wellbeing Grants	0	0	0	0	0	0
Department Of Technology-Projects	18,598	18,598	0	18,598	18,598	0
Risk Management	3,080	3,080	0	3,080	3,080	0
Department Of Technology-Infrastructure	162,929	162,929	0	162,929	162,929	0
Controller-Info Systems	53,715	53,715	0	53,715	53,715	0
City Attorney Work Order	125,000	125,000	0	125,000	125,000	0
Department Of Technology-Sfgovtv	17,753	17,753	0	17,753	17,753	0
Department Of Technology-Enterprise Tech Contracts	16,198	16,198	0	16,198	16,198	0
Department Of Technology-Telecomm	24,686	24,686	0	24,686	24,686	0
Human Resources Department-Mgmt Training	2,500	2,500	0	2,500	2,500	0
Workers' Compensation Claims	105,269	105,269	0	105,269	105,269	0
Human Resources Department-Client Svs/Recruit	284,516	284,516	0	284,516	284,516	0
Rent	1,093,065	1,022,759	-70,306	1,093,065	1,070,088	-22,977
Reproduction	25,423	25,423	0	25,423	25,423	0
Recreation And Park Department	39,522	25,000	-14,522	39,522	39,522	0
Sources Total	1,972,254	1,887,426	-84,828	1,972,254	1,949,277	-22,977

Requests to Mayor’s Budget Office to Restore Funding

Table VI. Request for Funding – Continuation of 24/7 EAP Program

FY 2021-222	FY 2022-23	Justification
\$588,000	\$588,000	<p>Enhanced 24/7 telephonic EAP program implemented City-wide during the COVID-19 shelter in place</p> <p>Available to all 41,000 employees Provided through a national service provider - ComPsych:</p> <ul style="list-style-type: none"> - Telephonic counseling members - Broader network of counselors - 1:1 counseling session over multiple sessions <p>Note: For the 41,000 employees eligible for the ComPsych program, at a cost averaging \$1.19 per employee, the annualize cost is \$588,000.</p>