



**OPERATING BUDGET
AND
CASH FLOW BUDGET**

FISCAL YEAR 2020-21

Adopted July 15, 2020

RESOLUTION NO. 541

A RESOLUTION OF THE GOVERNING BOARD OF THE TRI-CITY MENTAL HEALTH AUTHORITY ADOPTING ITS OPERATING BUDGET AND CASH FLOW BUDGET FOR FISCAL YEAR 2020-21

The Governing Board of the Tri-City Mental Health Authority does resolve as follows:

1. Findings. The Governing Board hereby finds and declares the following:

A. Tri-City Mental Health Authority ("Authority or TCMHA") desires to adopt the Authority's operating and cash flow budget for Fiscal Year 2020-21.

2. Action

A. The Governing Board approves Fiscal Year 2020-21 Operating Budget and Cash Flow Budget as presented.

B. The Governing Board authorizes the Executive Director and/or Chief Financial Officer to prepare and submit any and all reports related thereto.

3. Adoption

PASSED AND ADOPTED at a regular meeting of the Governing Board held on July 15, 2020, by the following vote:

AYES: Alternate Board Member Benita DeFrank; Board Members Carolyn Cockrell, Elizabeth Ontiveros-Cole, and Ronald T. Vera; Vice-Chair Jed Leano; and Chair Robin Carder.

NOES: None.

ABSTAIN: None.

ABSENT: None.



ROBIN CARDER, CHAIR

APPROVED AS TO FORM:
DAROLD PIEPER, GENERAL COUNSEL

By: 

ATTEST:
MICAELA P. OLMOS, RECORDING SECRETARY

By: 

**TRI-CITY MENTAL HEALTH AUTHORITY
OPERATING BUDGET AND CASH FLOW BUDGET**

FISCAL YEAR 2020-21

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**TRI-CITY MENTAL HEALTH AUTHORITY
BUDGET FOR THE FISCAL YEAR 2020-21
ASSUMPTIONS**

The following Operating and Cash Flow Budget reflects Tri-City Mental Health Authority's (Tri-City's) estimated revenues and expenditures for the fiscal year ending June 30, 2021. The budget is divided into two main sections 1) the Tri-City Mental Health Outpatient Clinic Budget and 2) the Mental Health Services Act (MHSA) Budget.

ABOUT TRI-CITY

Tri-City Mental Health Authority, also designated and known as 'Tri-City Mental Health Authority' ("Tri-City") was formed on June 21, 1960 and established through a Joint Powers Authority Agreement between the Cities of Pomona, Claremont and La Verne pursuant to the provisions of the Joint Exercise of Powers Act, Article 1, Chapter 5, Division 7, Title 1 of the Government Code of the State of California, Section 6500, et seq. relating to the joint exercise of powers common to public agencies, and the provisions of the Bronzan-McCorquodale Act/Short-Doyle Act, Part 2, Section 5600, et seq., of the Welfare and Institutions Code (WIC) of the State of California, to deliver mental health services to the residents of the three Cities. This action was taken out of a desire on the part of officials from the three Cities to provide the highest quality services for local residents. For almost sixty years, Tri-City has cared for and served local children, youth, adults and older adults.

Pursuant to the Joint Powers Authority Agreement, Tri-City is a quasipublic agency governed by a Governing Board ("Board) composed of seven members. The Governing Board has the powers common to public agencies as enumerated in the Joint Exercise of Powers Act, and the authority deemed necessary and required for the operation and maintenance of Tri-City to serve those individuals residing in the three Cities.

As the Mental Health Authority, Tri-City is limited to and responsible only for providing outpatient speciality mental health services to residents of the cities of LaVerne, Pomona, and Claremont. Tri-City is not a Mental Health Plan and therefore not bound by the MHP provisions of Title 9 CCR. Tri-City is one of two cities that are not considered to be MHPs that receive Realignment Revenues from the State of California and also receive directly Mental Health Services Act (MHSA) funds which are used in its MHSA program, which is separate and apart from the MHSA program of Los Angeles County. Because Tri-City has not been reflected in waivers between the State of California and the federal government, namely CMS, and to be consistent with 42 CFR 438.60, the State has required Tri-City to contract with Los Angeles County through a Legal Entity Agreement so that the State may pay State General Funds and Federal Financial Participation funds relating to Tri-City's Non-EPSTD (i.e. Adult and Expanded Medi-Cal) and EPSTD services to a MHP, in this case Los Angeles County, who then passes through those funds to Tri-City. This agreement provides Tri-City the mechanism to drawdown federal and state Medi-Cal funding as well as EPSTD funding.

Since Tri-City's formation as the Mental Health Authority, Tri-City is responsible for and has provided outpatient specialty mental health care services for the residents of Pomona, Claremont and LaVerne. These services are provided to all age groups including children (0-15), transition age youth (16-25), adults (26-59) and older adults (60+), and in most cases the consumers are eligible under the Medi-Cal programs or are indigent. As further described below and throughout this budget document, with the passage of Proposition 63, and through

Tri-City Mental Health Authority
Budget For The Fiscal Year 2020-21
Assumptions

the approval of Tri-City's MHSA Plan, Tri-City receives MHSA funds to provide an array of mental health services. Over the past ten plus years, Tri-City has continued to develop its operations into a system of care for the residents of the three cities. This includes the continuation of Tri-City's outpatient clinics and the implementation of programs approved through the Mental Health Service Act (MHSA).

MHSA

In November 2004, California voters approved Ballot Proposition 63 and the Mental Health Services Act (MHSA) became State law effective January 1, 2005. The MHSA addresses a broad continuum of prevention, early intervention and service needs, as well as new innovative programs to treat mental illness. In addition MHSA provides funding for necessary infrastructure, technology and training elements that will effectively support this system, with the purpose of promoting recovery for individuals with serious mental illness. The MHSA is funded through the imposition of a 1% State income tax on personal income in excess of \$1 million.

As a result of the passage of Proposition 63, in addition to the outpatient clinical operations, Tri-City has operations established through the Mental Health Services Act (MHSA). Tri-City Mental Health Authority's staff and community partners continue to grow the system of care for the residents of the three cities through the maturing of its MHSA programs approved as part of its five Plans that include Community Services and Support (CSS), Prevention and Early Intervention (PEI), Workforce, Education and Training (WET), Innovation (INN) and Capital Facilities and Technology Needs (CFTN). Tri-City's integrated plan includes the establishment of group services available to the community at both the outpatient clinics and the Wellness Center. The Wellness Center's programs and groups continue to be a central focus. Tri-City continues to experience the integration of services between its Full Service Partnerships, Navigators and Community building programs. During the last several years, Tri-City has expanded its office space to accommodate additional FSP staff in existing buildings and to centrally locate most of the staff related to other MHSA programs, including PEI, INN and WET. This includes rented office space and a building, which was purchased back in 2015-16 in order to house MHSA staff. During 2015-16, Tri-City purchased a home in Claremont which is utilized to provide housing for Tri-City clients.

Initial MHSA CSS programs were approved in June 2009 and continue to be fully operational. PEI programs approved in March 2010 and in fiscal 2011-12 also continue to be in full swing. The initial Innovations programs were approved in fiscal 2011-12 and completed in fiscal 2014-15, while two new Innovation programs began implementation in the second quarter of fiscal 2014-15. In November 2012, the Workforce, Education and Training (WET) Plan was approved and in May 2013 the Technology Needs projects (TEC) under CFTN were approved. CFTN and WET funds are considered one-time dollars and in order to continue programs or projects within these two plans, transfers must be made from the CSS plan and through a stakeholder process. As initial funding for these two plans have since been exhausted, in May 2016, during the 2016-17 MHSA Plan Update a transfer in the amount of \$450 thousand from the CSS Plan to the WET Plan was approved in order to continue programs and projects funded by the WET Plan in addition to a transfer of \$500 thousand from the CSS Plan to the CFTN Plan. During a stakeholder meeting held in April of 2019, additional transfers were recommended to be made to the WET and CFTN plans in the amounts of \$600 thousand and \$700 thousand, respectively. These transfers were presented and approval by the Governing Board at the regularly scheduled board meeting in May of 2019 as an amendment to the 2018-19 MHSA Plan Update.

Tri-City Mental Health Authority
Budget For The Fiscal Year 2020-21
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As a result of the ongoing implementation of MHSA programs noted above, Tri-City continues to allocate the executive team's time spent on the MHSA functions to the MHSA budget, thereby appropriately sharing the administrative burden with the outpatient clinic's budget. The costs of the MHSA programs are separately funded from the State of California as required by Proposition 63 legislation. The MHSA funds received by Tri-City can only be used for programs established under Tri-City's approved CSS, PEI, INN, WET and CFTN plans or any future approved programs/projects under these MHSA plans.

Further information on these plans can be found in this budget document under the respective plan tabs/sections.

GENERAL

On January 1, 2014, the Affordable Care Act became effective, including the expansion of Medicaid (Medi-Cal) services to single adults ages 19 to 64. Individuals now qualifying for expanded Medi-Cal in the Tri-City area are either current Tri-City clients receiving mental health services from Tri-City as unfunded clients or are now seeking services from Tri-City as a new client. Tri-City continues to be a major partner with its community and LA County Department of Mental Health (LA DMH) to ensure that all Tri-City residents that become eligible under expanded Medi-Cal (MCE) will be served. The cost of services provided by Tri-City for residents qualifying under MCE and through the Federal Financial Participation (FFP) were to be reimbursed at 100% for the first three years (calendar years 2014 through 2016), and beginning January 2017 the reimbursement rate was to be reduced to 95%, to 94% in January of 2018, to 93% in January of 2019 and then finally to 90% in January of 2020. In order to ensure proper reimbursement, Tri-City's most recent agreement with LA DMH includes language regarding MCE and Tri-City's authority to bill for such services through LA DMH.

Considering the current and well known negative economic impact lead by the COVID-19 crisis and based on information obtained from CBHDA, the State's 2020-21 budget is expected to affect not only the allocation of 1991 Realignment dollars provided to Tri-City but the allocation of MHSA funds as well. The California Behavioral Health Directors Association (CBHDA) is a non-profit advocacy association representing the behavioral health directors from each of California's 58 counties, as well as two cities (Berkeley and Tri-City). Preliminary projections provided by CBHDA indicate MHSA funding will likely not reach the previously expected levels for fiscal year 2019-20 as a result in delay in tax return filings. As announced earlier in the year, and a result of COVID-19, tax return filing deadlines have been extended from April 15, 2020 to July 15, 2020. As such while the end of fiscal year 2019-20 will experience a decline in MHSA receipts, a temporary projected increase in MHSA dollars of approximately 13% is expected in Fiscal Year 2020-21. Similarly, extensions and expected delays in sales tax payments and tax filings, 1991 Realignment is also expected to be impacted by an approximate 5% decrease in 2020-21. With respect to 1991 Realignment, CBHDA has advised county behavioral health agencies to expect the base however no growth for approximately three to five years. Over the last four years Tri-City has received a minimum of \$3.9 million in 1991 Realignment Funding. As such and in line with this information, Tri-City has projected that approximately \$3.7 million in 1991 Realignment will be received during fiscal year 2020-21.

Based on the information noted above with regard to MHSA funding, MHSA funding projected to be received in Fiscal 2020-21 is \$11.3 million which is included in the Cash Flow Budget, while the amount that is recognized as revenue in the Operating Budget (amounts to be expended for the CSS, PEI and INN Plans) is \$13.2 million. The amounts that have been transferred from

Tri-City Mental Health Authority
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Assumptions

CSS to the WET and CFTN plans have previously been received and recognized as revenue and as such these amounts do not appear in the budget as new revenue nor in the cash flow statements. The amounts to be expended in fiscal year 2020-21 are in line with the MHSA Update recommended for approval by both the Stakeholders and Mental Health Commission, and then approved by the Governing Board in June 2020.

During fiscal 2016-17 a new program was approved in California's budget by Governor Brown which will reduce MHSA funding to all counties for several years, including Tri-City, by 7% for the purpose of funding a new program titled No place Like Home. The 7% reduction in funding was originally projected to take effect beginning with fiscal 2018-19, however most recently it has been projected to take effect beginning in fiscal year 2020-21 and as such this reduction has appropriately been reflected in this budget.

Clinical training and best practices standards remain to be a top priority to ensure that the best quality control policies and documentation requirements are met as well as ensuring that clinical outcome objectives are met. The quality assurance and improvement teams continue to work with both existing and new clinical staff to ensure proper training on the electronic health record systems, collaborative documentation, writing progress notes and billing requirements, especially during these unprecedented times. This training is an ongoing process for clinical staff and other affected staff to ensure that changes related to the electronic health records/billing system that are either mandated by the State or County or a result of improvement in Tri-City's systems are implemented. As expected, the corona virus crisis impacted how service is provided and as noted above, documentation of progress notes and training remain a top priority.

During fiscal 2019-20, Tri-City provided mental health services to approximately 2,553 unduplicated clients who were served under both MHSA Full Service Partnership programs and Tri-City's outpatient clinic programs. The outpatient clinic operations depend on the funding from Realignment and Medi-Cal reimbursement. Realignment, which is funded through dedicated State taxes (including sales taxes), is the only source of funds that can be used to provide outpatient Medi-Cal services provided in the outpatient clinics, which are then reimbursed through Medi-Cal claim submission. Realignment is also the only source of funds for non Medi-Cal/non MHSA program outpatient clinic services. As a direct result of COVID-19, sales tax has been impacted not only by the economic halt, but also the postponement of sales tax payments by retailers in California. As such, this budget has projected that realignment funding will be limited to a basic baseline projected by CBHDA. Medi-Cal FFP, which is considered a reimbursement of eligible costs incurred, provides funding for 50% of costs incurred, for services provided to eligible clients under Full Scope Medi-Cal (Short-Doyle/Medi-Cal) and between 93% and 90% for services provided to eligible clients under MCE.

As of May 1, 2016, undocumented children under age 19 became eligible for full-scope Medi-Cal health benefits regardless of their immigration status, which would include mental health services. In addition, the State provides Medi-Cal match dollars for Early Periodic Screening Diagnosis and Treatment services provided to Medi-Cal eligible clients under the age of 21. Therefore, it is important that Tri-City manages its level of services to produce the highest level of State and Federal reimbursement and ensure that unreimbursed costs do not exceed the Realignment base of funds.

Operating Budget

The operating budget (income/loss statement) presented herein has been prepared to take into consideration expected revenues and expenses associated with Tri-City's total Agency operations. This includes the outpatient clinic operations, which provide services to Medi-Cal eligible residents under Tri-City's agreement with LA DMH, and outpatient services to non-funded residents. In addition, this budget includes all MHSA services under the approved CSS, PEI, INN, WET and CFTN Programs/Projects as well as anticipated MHSA planning and administrative costs.

The operating budget is organized to show the projected 2020-21 operating budget for the Agency as a whole and for each major component of Tri-City's operations as compared to fiscal 2019-20 **projected and unaudited** operating results.

1. **Consolidated and Consolidating Operating Budgets.** This section presents the combination of the Clinic and MHSA operations into **consolidated** and **consolidating** formats in order to see Tri-City's projected operating budget in totality.
 - The **consolidated** operating budget presents the combined total fiscal 2020-21 budget by quarters and the full year and compared to the prior fiscal year 2019-20 **projected and unaudited** results of operations.
 - The **consolidating** operating budget presents the total 2020-21 fiscal year budgeted for TCMH Clinic, and MHSA and compared to each component's prior fiscal year 2019-20 **projected and unaudited** results of operations.
2. **TCMH Clinic or TCMH.** Tri-City's existing clinical operations located at 2008 N. Garey Avenue and 1900 Royalty Street in Pomona consist of the following programs:
 - Children Outpatient Program
 - Adult Outpatient Program
 - Grant Programs (includes various one-time grants received by Tri-City)
 - Administration
3. **MHSA.** Operations under Tri-City's approved Mental Health Services Act Plans currently consist of the following programs:

Community Services and Support (CSS):

- Full Service Partnerships (FSP) – Children, TAY, Adult and Older Adult
- Community Navigators
- Wellness Center
- Supplemental Crisis Services
- Field Capable Clinical Services For Older Adults
- Permanent Supportive Housing
- Administration for the CSS programs above

Prevention and Early Intervention (PEI):

- Community Capacity Building (Community Wellbeing, Stigma Reduction and Suicide Prevention, and Community Mental Health Training)
- Older Adult Wellbeing (Peer Mentor)
- Transition-Age Youth Wellbeing (Peer Mentor)
- Family Wellbeing
- NAMI Community Capacity Building Program (Ending the Silence)
- Housing Stability Program
- Therapeutic Community Gardening
- Early Psychosis
- Administration for the PEI programs above

Innovation (INN):

- Help @ Hand (Technology Suite)
- Administration for the INN programs above

Workforce, Education and Training (WET):

- Learning and Improvement
- Volunteers and Future Employees
- Administration for the WET programs above

Capital Facilities and Technology Needs Projects (CFTN): With regard to the CFTN Plan, as noted above, transfers of MHSA CSS Plan funds to the CFTN Plan were approved in May 2016 and in April of 2019 to fund future capital or technology projects as deemed necessary. As further detailed in the MHSA section of this budget document, two projects have been identified and approved as part of the 3-Year Plan approved by the Governing Board in June 2020. The two projects include improvements to office space as well as to the community garden. The remaining budget include only the remaining depreciation expense related to programs/projects that have now been completed)

- Electrical Upgrade & Office Space Remodel
- Capital Improvements to Therapeutic Community Garden
- Administrative Professional Building
- Administration for the CFTN Projects

Cash Flow Budget

The cash flow budget presented herein has been prepared to take into consideration expected funding and costs associated with Tri-City's operations including revenues passed through to Tri-City through its agreement with LA DMH for the provision of outpatient mental health services for Medi-Cal eligible Tri-City residents, and the MHSA CSS, PEI, INN, WET and CFTN

Tri-City Mental Health Authority
Budget For The Fiscal Year 2020-21
Assumptions

approved plans. It should be noted that the funding sources from MHSA can only be used for the approved MHSA programs/projects and planning costs.

The Realignment funding is only used for Tri-City's outpatient clinic and other costs relating to the provision of mental health care that does not fall under any MHSA programs. Medi-Cal funding reimburses costs incurred to provide Medi-Cal services to Medi-Cal eligible consumers. Therefore, this budget includes Medi-Cal reimbursement for the outpatient clinic operations as well as Medi-Cal services provided through the Full Service Partnership ("FSP") and although the Field Capable Services for Older Adults program has the potential to generate some Medi-Cal reimbursement revenue, only a minimal amount is currently projected to be collected in fiscal 2020-21.

The projected cash flow is susceptible to change and represents a broad overview of Tri-City's cash flow. The respective cash flows for Tri-City's clinical operations (TCMH) and MHSA programs are based on management's best estimates of when various events may take place, some of which may not always be within Tri-City's control, including the following:

1. Receipt of funds for Medi-Cal services billed through the LA DMH system.
2. Receipt of Medi-Cal reimbursements previously withheld by LA DMH.
3. Purchasing of capital items.
4. Funding of awards issued under the various MHSA PEI programs.
5. Timing of expenditures under the MHSA programs/projects.
6. Receipt of projected MHSA funding.
7. Payments toward the remaining bankruptcy debt.

The cash flow budget is organized to show the projected cash flow budget for the Agency as a whole and for each major component of Tri-City's operations as follows:

Consolidated and Consolidating Cash Flow Budgets. This section presents the combination of the Clinic and MHSA operations into consolidated^{ed} and consolidat^{ing} formats in order to see Tri-City's projected cash flow budget in totality.

- The consolidated^{ed} cash flow budget presents the combined total budget by quarters and the full year and compared to the prior fiscal year 2019-20 **projected** cash flow.
- The consolidat^{ing} cash flow budget presents the total fiscal year budgeted for TCMH Clinic, MHSA and Total and compared to the prior fiscal year 2019-20 **projected** cash flow.

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TRI-CITY MENTAL HEALTH CENTER
CONSOLIDATED AND CONSOLIDATING OPERATIONS
OPERATING BUDGET AND CASH FLOW BUDGET
FISCAL YEAR 2020-21

**TRI-CITY MENTAL HEALTH AUTHORITY-TOTAL AGENCY
CONSOLIDATED OPERATING BUDGET
FISCAL YEAR 2020-21**

	FY 2020-21 QUARTERS				BUDGET FY 2020-21	% to Rev	PROJECTED FY 2019-20 (Note)	% to Rev	\$\$ Variance
	1ST QRT	2ND QRT	3RD QRT	4TH QRT					
REVENUE									
MEDI-CAL ADULT FFP	\$ 1,464,777	\$ 1,464,777	\$ 1,464,777	\$ 1,464,777	\$ 5,859,109	20.8%	\$ 4,600,285	18.2%	\$ 1,258,824
MEDI-CAL CHILDREN FFP	727,165	727,165	727,165	727,165	2,908,659	10.3%	2,938,876	11.6%	(30,217)
MEDI-CAL CHILDREN EPSDT--STATE	663,867	663,867	663,867	663,867	2,655,466	9.4%	1,897,643	7.5%	757,823
REALIGNMENT	913,836	913,836	913,836	913,836	3,655,344	13.0%	3,816,484	15.1%	(161,140)
MEDICARE	1,100	1,100	1,100	1,100	4,400	0.0%	4,000	0.0%	400
PATIENT FEES/INSURANCE	625	625	625	625	2,500	0.0%	2,585	0.0%	(85)
MHSA FUNDING	3,311,542	3,311,542	3,311,542	3,311,542	13,246,166	47.1%	11,994,825	47.5%	1,251,341
CITY SHARE - LA VERNE	-	-	12,000	-	12,000	0.0%	12,000	0.0%	-
CITY SHARE - CLAREMONT	-	-	14,561	-	14,561	0.1%	14,561	0.1%	-
CITY SHARE - POMONA	-	-	43,675	-	43,675	0.2%	43,675	0.2%	-
GRANTS	73,191	73,191	73,191	73,191	292,763	1.0%	109,000	0.4%	183,763
INTEREST INCOME	100,500	100,500	100,500	100,500	402,000	1.4%	453,285	1.8%	(51,285)
RENTAL AND OTHER INCOME	36,688	36,688	36,688	36,688	146,750	0.5%	147,701	0.6%	(951)
ESTIMATED M/C DENIALS/DISALLOWANCE	(279,768)	(279,768)	(279,768)	(279,768)	(1,119,073)	-4.0%	(779,932)	-3.1%	(339,141)
TOTAL REVENUES	7,013,521	7,013,521	7,083,757	7,013,521	28,124,320	100.0%	25,254,988	100.0%	2,869,332
EXPENSES									
SALARY COSTS									
SALARY AND WAGES	4,007,717	4,007,717	4,007,717	4,007,717	16,030,868	57.0%	13,849,156	54.8%	2,181,712
INSURANCE-Health/workers comp/life	656,968	656,968	656,968	656,968	2,627,873	9.3%	1,720,716	6.8%	907,157
RETIREMENT COSTS	497,460	497,460	497,460	497,460	1,989,839	7.1%	1,651,414	6.5%	338,425
PAYROLL TAXES	96,267	96,267	96,267	96,267	385,066	1.4%	262,732	1.0%	122,334
MISC COSTS	93,157	93,157	93,157	93,157	372,629	1.3%	349,726	1.4%	22,903
	5,351,569	5,351,569	5,351,569	5,351,569	21,406,275	76.1%	17,833,744	70.6%	3,572,531
FACILITY COSTS									
STORAGE LEASES	7,789	7,789	7,789	7,789	31,155	0.1%	30,394	0.1%	761
MORTGAGE INTEREST (2008 Garey)	10,753	10,753	10,753	10,753	43,011	0.2%	41,962	0.2%	1,049
FACILITY RENT	139,006	139,006	139,006	139,006	556,024	2.0%	542,462	2.1%	13,562
UTILITIES	27,376	27,376	27,376	27,376	109,505	0.4%	106,834	0.4%	2,671
BUILDING REPAIRS AND MAINTENANCE	40,637	40,637	40,637	40,637	162,548	0.6%	158,582	0.6%	3,966
JANITORIAL SERVICES & SUPPLIES	54,980	54,980	54,980	54,980	219,918	0.8%	214,550	0.8%	5,368
WASTE DISPOSAL	3,799	3,799	3,799	3,799	15,196	0.1%	14,824	0.1%	372
	284,339	284,339	284,339	284,339	1,137,357	4.0%	1,109,608	4.4%	27,749
EQUIPMENT COSTS									
EQUIPMENT RENTAL/LEASE	31,771	31,771	31,771	31,771	127,085	0.5%	123,984	0.5%	3,101
EQUIP MAINT/REPAIRS	7,280	7,280	7,280	7,280	29,121	0.1%	28,406	0.1%	715
EQUIP/FURNITURE PURCHASES EXPENSED	22,182	22,182	22,182	22,182	88,728	0.3%	86,562	0.3%	2,166
AUTO EXPENSES	5,507	5,507	5,507	5,507	22,028	0.1%	21,490	0.1%	538
AUTO INSURANCE	10,166	10,166	10,166	10,166	40,665	0.1%	39,672	0.2%	993
CELLULAR/PAGER LEASES	30,249	30,249	30,249	30,249	120,997	0.4%	118,048	0.5%	2,949
	107,156	107,156	107,156	107,156	428,624	1.5%	418,162	1.7%	10,462

**TRI-CITY MENTAL HEALTH AUTHORITY-TOTAL AGENCY
CONSOLIDATED OPERATING BUDGET
FISCAL YEAR 2020-21**

	FY 2020-21 QUARTERS				BUDGET FY 2020-21	% to Rev	PROJECTED FY 2019-20	% to Rev	\$\$ Variance
	1ST QRT	2ND QRT	3RD QRT	4TH QRT					
OTHER SERVICES AND SUPPLIES									
CONFERENCES, SEMINARS & RELATED COSTS	9,935	9,935	9,935	9,935	39,738	0.1%	171,460	0.7%	(131,722)
MILEAGE REIMBURSEMENT	13,461	13,461	13,461	13,461	53,845	0.2%	52,956	0.2%	889
PERSONNEL ADS	30,778	30,778	30,778	30,778	123,113	0.4%	120,110	0.5%	3,003
PROFESSIONAL LIABILITY INSURANCE	45,046	45,046	45,046	45,046	180,185	0.6%	146,522	0.6%	33,663
SECURITY	126,235	126,235	126,235	126,235	504,939	1.8%	492,624	2.0%	12,315
DUES & SUBSCRIPTIONS	24,708	24,708	24,708	24,708	98,833	0.4%	96,422	0.4%	2,411
OTHER SUPPLIES	13,486	13,486	13,486	13,486	53,943	0.2%	52,630	0.2%	1,313
PRINTING	2,157	2,157	2,157	2,157	8,627	0.0%	8,412	0.0%	215
CLIENT EXPENSES	16,734	16,734	16,734	16,734	66,934	0.2%	36,032	0.1%	30,902
LAB COST	3,094	3,094	3,094	3,094	12,377	0.0%	12,076	0.0%	301
AMBULANCE COSTS	20,388	20,388	20,388	20,388	81,550	0.3%	79,560	0.3%	1,990
OFFICE SUPPLIES	10,294	10,294	10,294	10,294	41,177	0.1%	40,172	0.2%	1,005
POSTAGE	929	929	929	929	3,714	0.0%	3,624	0.0%	90
RECORD DESTRUCTION	1,620	1,620	1,620	1,620	6,478	0.0%	6,318	0.0%	160
TELEPHONE EXPENSES	56,186	56,186	56,186	56,186	224,744	0.8%	150,972	0.6%	73,772
COMPUTER SYSTEMS & SOFTWARE	92,865	92,865	92,865	92,865	371,458	1.3%	362,398	1.4%	9,060
DATA PROCESSING/LICENSES	28,650	28,650	28,650	28,650	114,599	0.4%	111,802	0.4%	2,797
IT RELATED EXPENSES-Consulting/Training	27,982	27,982	27,982	27,982	111,926	0.4%	26,360	0.1%	85,566
MISCELLANEOUS	13,216	13,216	13,216	13,216	52,862	0.2%	51,578	0.2%	1,284
	537,761	537,761	537,761	537,761	2,151,042	7.6%	2,022,028	8.0%	129,014
SPECIFIC COSTS									
PROGRAMS:									
CLIENT SUPPORT COSTS	292,185	292,185	292,185	292,185	1,168,738	4.2%	581,610	2.3%	587,128
UNIQUE MHSA PROGRAM RELATED COSTS	153	153	153	153	611	0.0%	596	0.0%	15
COMMUNITY GRANTS	20,000	20,000	20,000	20,000	80,000	0.3%	82,550	0.3%	(2,550)
WET--LEARNING & OUTREACH	38,600	38,600	38,600	38,600	154,400	0.5%	129,026	0.5%	25,374
PROFESSIONAL SERVICES	36,462	36,462	36,462	36,462	145,849	0.5%	107,742	0.4%	38,107
ADMINISTRATIVE:									
DIRECTORS & OFFICERS INSURANCE	15,221	15,221	15,221	15,221	60,884	0.2%	59,400	0.2%	1,484
PROFESSIONAL SERVICES	59,332	59,332	59,332	59,332	237,329	0.8%	56,792	0.2%	180,537
ATTORNEY FEES	39,167	39,167	39,167	39,167	156,668	0.6%	145,430	0.6%	11,238
BANK FEES	1,033	1,033	1,033	1,033	4,133	0.0%	4,030	0.0%	103
AUDIT FEES	10,705	10,705	10,705	10,705	42,819	0.2%	63,600	0.3%	(20,781)
	512,858	512,858	512,858	512,858	2,051,431	7.3%	1,230,776	4.9%	820,655
DEPRECIATION AND AMORT	112,716	112,716	112,716	112,716	450,862	1.6%	458,970	1.8%	(8,108)
TOTAL COSTS	6,906,398	6,906,398	6,906,398	6,906,398	27,625,591	98.2%	23,073,288	91.4%	4,552,303
INCOME (LOSS) FROM OPERATIONS	\$ 107,123	\$ 107,123	\$ 177,359	\$ 107,123	\$ 498,729	1.8%	\$ 2,181,700	8.6%	\$ (1,682,971)

NOTE: The fiscal year 2019-20 amounts are UNAUDITED and PRELIMINARY based on six months results through December 31, 2019. Such amounts are subject to further review and audit and are presented herein for comparison purposes only.

**TRI-CITY MENTAL HEALTH AUTHORITY
CONSOLIDATING OPERATING BUDGET
FISCAL YEAR 2020-21**

	FY 2020-21 BUDGET			FY 2019-20 PROJECTED (Note)			INCREASE (DECREASE) 2021 BUDGET vs 2020 PROJECTED		
	TCMH CLINIC	MHSA	TOTAL	TCMH CLINIC	MHSA	TOTAL	TCMH CLINIC	MHSA	TOTAL
REVENUE									
MEDI-CAL ADULT FFP	\$ 2,767,741	\$ 3,091,368	\$ 5,859,109	\$ 2,786,615	\$ 1,813,670	\$ 4,600,285	\$ (18,874)	\$ 1,277,698	\$ 1,258,824
MEDI-CAL CHILDREN FFP	1,465,171	1,443,488	2,908,659	1,245,781	1,693,095	2,938,876	219,390	(249,607)	(30,217)
MEDI-CAL CHILDREN EPSDT--STATE	1,599,171	1,056,295	2,655,466	1,091,225	806,418	1,897,643	507,946	249,877	757,823
REALIGNMENT	3,655,344	-	3,655,344	3,816,484	-	3,816,484	(161,140)	-	(161,140)
MEDICARE	3,000	1,400	4,400	2,600	1,400	4,000	400	-	400
PATIENT FEES/INSURANCE	2,500	-	2,500	2,585	-	2,585	(85)	-	(85)
MHSA FUNDING	-	13,246,166	13,246,166	-	11,994,825	11,994,825	-	1,251,341	1,251,341
CITY SHARE - LA VERNE	12,000	-	12,000	12,000	-	12,000	-	-	-
CITY SHARE - CLAREMONT	14,561	-	14,561	14,561	-	14,561	-	-	-
CITY SHARE - POMONA	43,675	-	43,675	43,675	-	43,675	-	-	-
GRANTS	292,763	-	292,763	109,000	-	109,000	183,763	-	183,763
INTEREST INCOME	70,000	332,000	402,000	90,000	363,285	453,285	(20,000)	(31,285)	(51,285)
RENTAL AND OTHER INCOME	36,300	110,450	146,750	37,262	110,439	147,701	(962)	11	(951)
ESTIMATED M/C DENIALS/DISALLOWANCE	(565,458)	(553,615)	(1,119,073)	(421,938)	(357,994)	(779,932)	(143,520)	(195,621)	(339,141)
TOTAL REVENUES	9,396,768	18,727,552	28,124,320	8,829,850	16,425,138	25,254,988	566,918	2,302,414	2,869,332
EXPENSES									
SALARY COSTS									
FTE's	85.0	137.0	222.0	77.7	121.3	199.0	7.3	15.7	23.0
SALARY AND WAGES	6,236,425	9,794,443	16,030,868	5,314,440	8,534,716	13,849,156	921,985	1,259,727	2,181,712
INSURANCE-Health/workers comp/life	1,020,615	1,607,258	2,627,873	616,714	1,104,002	1,720,716	403,901	503,256	907,157
RETIREMENT COSTS	789,726	1,200,113	1,989,839	606,480	1,044,934	1,651,414	183,246	155,179	338,425
PAYROLL TAXES	150,607	234,459	385,066	99,776	162,956	262,732	50,831	71,503	122,334
MISC COSTS	145,690	226,939	372,629	197,350	152,376	349,726	(51,660)	74,563	22,903
	8,343,063	13,063,212	21,406,275	6,834,760	10,998,984	17,833,744	1,508,303	2,064,228	3,572,531
FACILITY COSTS									
STORAGE LEASES	13,305	17,850	31,155	12,980	17,414	30,394	325	436	761
MORTGAGE INTEREST (2008 Garey)	43,011	-	43,011	41,962	-	41,962	1,049	-	1,049
FACILITY RENT	243,602	312,422	556,024	237,660	304,802	542,462	5,942	7,620	13,562
INTERCOMPANY FACILITY CHARGES	(127,224)	127,224	-	(124,120)	124,120	-	(3,104)	3,104	-
UTILITIES	23,442	86,063	109,505	22,870	83,964	106,834	572	2,099	2,671
BUILDING REPAIRS AND MAINTENANCE	67,753	94,795	162,548	66,100	92,482	158,582	1,653	2,313	3,966
JANITORIAL SERVICES & SUPPLIES	72,419	147,499	219,918	70,652	143,898	214,550	1,767	3,601	5,368
WASTE DISPOSAL	2,849	12,347	15,196	2,778	12,046	14,824	71	301	372
	339,157	798,200	1,137,357	330,882	778,726	1,109,608	8,275	19,474	27,749
EQUIPMENT COSTS									
EQUIPMENT RENTAL/LEASE	43,965	83,120	127,085	42,892	81,092	123,984	1,073	2,028	3,101
EQUIP MAINT/REPAIRS	10,179	18,942	29,121	9,930	18,476	28,406	249	466	715
EQUIP/FURNITURE PURCHASES EXPENSED	44,743	43,985	88,728	43,652	42,910	86,562	1,091	1,075	2,166
AUTO EXPENSES	6,066	15,962	22,028	5,918	15,572	21,490	148	390	538
AUTO INSURANCE	4,728	35,937	40,665	4,612	35,060	39,672	116	877	993
CELLULAR/PAGER LEASES	40,172	80,825	120,997	39,192	78,856	118,048	980	1,969	2,949
	149,853	278,771	428,624	146,196	271,966	418,162	3,657	6,805	10,462

**TRI-CITY MENTAL HEALTH AUTHORITY
CONSOLIDATING OPERATING BUDGET
FISCAL YEAR 2020-21**

	FY 2020-21 BUDGET			FY 2019-20 PROJECTED (Note)			INCREASE (DECREASE) 2021 BUDGET vs 2020 PROJECTED		
	TCMH CLINIC	MHSA	TOTAL	TCMH CLINIC	MHSA	TOTAL	TCMH CLINIC	MHSA	TOTAL
OTHER SERVICES AND SUPPLIES									
CONFERENCES, SEMINARS & RELATED COSTS	14,135	25,603	39,738	62,040	109,420	171,460	(47,905)	(83,817)	(131,722)
MILEAGE REIMBURSEMENT	8,795	45,050	53,845	9,004	43,952	52,956	(209)	1,098	889
PERSONNEL ADS	62,696	60,417	123,113	61,166	58,944	120,110	1,530	1,473	3,003
PROFESSIONAL LIABILITY INSURANCE	62,244	117,941	180,185	50,970	95,552	146,522	11,274	22,389	33,663
SECURITY	150,785	354,154	504,939	147,108	345,516	492,624	3,677	8,638	12,315
DUES & SUBSCRIPTIONS	26,524	72,309	98,833	25,878	70,544	96,422	646	1,765	2,411
OTHER SUPPLIES	22,764	31,179	53,943	22,210	30,420	52,630	554	759	1,313
PRINTING	5,211	3,416	8,627	5,080	3,332	8,412	131	84	215
CLIENT EXPENSES	17,073	49,861	66,934	16,656	19,376	36,032	417	30,485	30,902
LAB COST	11,945	432	12,377	11,654	422	12,076	291	10	301
AMBULANCE COSTS	12,331	69,219	81,550	12,030	67,530	79,560	301	1,689	1,990
OFFICE SUPPLIES	19,294	21,883	41,177	18,822	21,350	40,172	472	533	1,005
POSTAGE	1,866	1,848	3,714	1,822	1,802	3,624	44	46	90
RECORD DESTRUCTION	3,239	3,239	6,478	3,158	3,160	6,318	81	79	160
TELEPHONE EXPENSES	82,603	142,141	224,744	60,102	90,870	150,972	22,501	51,271	73,772
COMPUTER SYSTEMS & SOFTWARE	133,194	238,264	371,458	129,944	232,454	362,398	3,250	5,810	9,060
DATA PROCESSING/LICENSES	51,736	62,863	114,599	50,474	61,328	111,802	1,262	1,535	2,797
IT RELATED EXPENSES-Consulting/Training	8,926	103,000	111,926	8,708	17,652	26,360	218	85,348	85,566
MISCELLANEOUS	14,482	38,380	52,862	14,132	37,446	51,578	350	934	1,284
	709,843	1,441,199	2,151,042	710,958	1,311,070	2,022,028	(1,115)	130,129	129,014
SPECIFIC COSTS									
PROGRAMS:									
CLIENT SUPPORT COSTS	78,738	1,090,000	1,168,738	76,818	504,792	581,610	1,920	585,208	587,128
UNIQUE MHSA PROGRAM RELATED COSTS	-	611	611	-	596	596	-	15	15
COMMUNITY GRANTS	-	80,000	80,000	-	82,550	82,550	-	(2,550)	(2,550)
GRANTS	-	-	-	-	-	-	-	-	-
WET--LEARNING & OUTREACH	-	154,400	154,400	-	129,026	129,026	-	25,374	25,374
PROFESSIONAL SERVICES	-	145,849	145,849	-	107,742	107,742	-	38,107	38,107
ADMINISTRATIVE:									
DIRECTORS & OFFICERS INSURANCE	21,817	39,067	60,884	21,286	38,114	59,400	531	953	1,484
PROFESSIONAL SERVICES	93,788	143,541	237,329	40,768	16,024	56,792	53,020	127,517	180,537
ATTORNEY FEES	83,818	72,850	156,668	81,774	63,656	145,430	2,044	9,194	11,238
BANK FEES	2,725	1,408	4,133	2,658	1,372	4,030	67	36	103
AUDIT FEES	21,513	21,306	42,819	20,988	42,612	63,600	525	(21,306)	(20,781)
	302,399	1,749,032	2,051,431	244,292	986,484	1,230,776	58,107	762,548	820,655
DEPRECIATION AND AMORT	91,605	359,257	450,862	89,374	369,596	458,970	2,231	(10,339)	(8,108)
TOTAL COSTS	9,935,920	17,689,671	27,625,591	8,356,462	14,716,826	23,073,288	1,579,458	2,972,845	4,552,303
INCOME (LOSS) FROM OPERATIONS	\$ (539,152)	\$ 1,037,881	\$ 498,729	\$ 473,388	\$ 1,708,312	\$ 2,181,700	\$ (1,012,540)	\$ (670,431)	\$ (1,682,971)

NOTE: The fiscal year 2019-20 amounts are UNAUDITED and PRELIMINARY based on six months results through December 31, 2019. Such amounts are subject to further review and audit and are presented herein for comparison purposes only.

**TRI-CITY MENTAL HEALTH AUTHORITY--TOTAL AGENCY
CONSOLIDATED CASH FLOW BUDGET
FISCAL YEAR 2020-21**

	FY 2020-21 QUARTERS				BUDGET FY 2020-21	PROJECTED FY 2019-20
	1ST QRT	2ND QRT	3RD QRT	4TH QRT		
CASH FLOWS FROM OPERATING ACTIVITIES						
CASH RECEIVED FROM AND ON BEHALF OF PATIENTS	\$ 6,032,691	\$ 2,131,098	\$ 2,131,098	\$ 2,131,098	\$ 12,425,985	\$ 8,818,119
CASH PAYMENTS TO SUPPLIERS AND CONTRACTORS	(1,442,114)	(1,442,114)	(1,442,114)	(1,442,114)	(5,768,454)	(6,236,117)
PAYMENTS TO OR ON BEHALF OF EMPLOYEES	(5,351,569)	(5,351,569)	(5,351,569)	(5,351,569)	(21,406,275)	(17,523,343)
NET CASH USED BY OPERATING ACTIVITIES	(760,991)	(4,662,584)	(4,662,584)	(4,662,584)	(14,748,744)	(14,941,341)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES						
MHSA FUNDING	2,828,791	2,263,033	3,394,549	2,828,791	11,315,163	10,180,313
REALIGNMENT	913,836	913,836	913,836	913,836	3,655,344	4,380,912
GRANTS	-	-	-	-	-	-
CONTRIBUTIONS FROM MEMBER CITIES	-	-	70,236	-	70,236	70,236
NET CASH PROVIDED BY NONCAPITAL FINANCING ACTIVITIES	3,742,627	3,176,869	4,378,621	3,742,627	15,040,743	14,631,461
CASH FLOW FROM CAPITAL AND RELATED FINANCING ACTIVITIES						
PURCHASE OF CAPITAL ASSETS:						
BUILDING AND IMPROVEMENTS	(548,787)	(411,590)	(274,394)	(137,197)	(1,371,968)	-
LAND	-	-	-	-	-	-
OFFICE FURNITURE, EQUIPMENT & VEHICLES	(9,000)	(13,000)	(9,000)	(9,000)	(40,000)	(414,054)
IT EQUIPMENT, HARDWARE AND SOFTWARE LICENSES	(45,000)	(45,000)	(15,000)	(15,000)	(120,000)	(8,800)
PROCEEDS FROM HUD HOME LOAN-PARK AVE IMPROVEMENTS	-	-	-	-	-	-
PRINCIPAL PAYMENTS ON CAPITAL DEBT	(7,267)	(7,267)	(7,267)	(7,267)	(29,066)	(29,006)
OTHER - CSS HOUSING PROJECTS	-	-	(2,800,000)	-	(2,800,000)	-
INTEREST PAID ON CAPITAL DEBT	(10,753)	(10,753)	(10,753)	(10,753)	(43,011)	(42,920)
NET CASH USED BY CAPITAL AND RELATED FINANCING ACTIVITIES	(620,806)	(487,610)	(3,116,413)	(179,216)	(4,404,045)	(494,780)
CASH FLOW FROM INVESTING ACTIVITIES						
INTEREST RECEIVED	100,500	100,500	100,500	100,500	402,000	631,534
OTHER INCOME RECEIVED	36,688	36,688	36,688	36,688	146,750	122,425
NET CASH PROVIDED BY INVESTING ACTIVITIES	137,188	137,188	137,188	137,188	548,750	753,959
CASH FLOWS FROM REORGANIZATIONAL ITEMS						
PRE-BANKRUPTCY FUNDS FROM CAL DMH IN ERROR-REPAID	-	-	-	-	-	-
DISTRIBUTION TO BANKRUPTCY UNSECURED CREDITORS	-	(200,000)	(200,000)	(260,000)	(660,000)	(1,030,000)
	-	(200,000)	(200,000)	(260,000)	(660,000)	(1,030,000)
NET CHANGE IN CASH	2,498,017	(2,036,138)	(3,463,189)	(1,221,986)	(4,223,296)	(1,080,701)
CASH BEGINNING BALANCE (Projected)	30,851,872	33,349,889	31,313,751	27,850,562	30,851,872	31,932,573
CASH ENDING BALANCE	\$ 33,349,889	\$ 31,313,751	\$ 27,850,562	\$ 26,628,576	\$ 26,628,576	\$ 30,851,872
CASH RECAP:						
FUNDS AVAILABLE FOR TCMH-CLINICAL OPERATIONS	\$ 8,153,739	\$ 7,491,649	\$ 6,929,645	\$ 6,267,254	\$ 6,267,254	\$ 6,399,548
FUNDS AVAILABLE FOR MHSA OPERATIONS	25,196,150	23,822,102	20,920,917	20,361,322	20,361,322	24,452,325
	\$ 33,349,889	\$ 31,313,751	\$ 27,850,562	\$ 26,628,576	\$ 26,628,576	\$ 30,851,872

NOTE: The fiscal year 2019-20 amounts are UNAUDITED and PRELIMINARY based on six months results through December 31, 2019. Such amounts are subject to further review and audit and are presented herein for comparison purposes only.

**TRI-CITY MENTAL HEALTH AUTHORITY
CONSOLIDATING CASH FLOW BUDGET
FISCAL YEAR 2020-21**

	FY 2020-21 BUDGET			PROJECTED FY 2019-20 (Note)		
	TCMH CLINIC	MHSA	TOTAL	TCMH CLINIC	MHSA	TOTAL
CASH FLOWS FROM OPERATING ACTIVITIES						
CASH RECEIVED FROM AND ON BEHALF OF PATIENTS	\$ 6,713,495	\$ 5,712,490	\$ 12,425,985	\$ 4,646,116	\$ 4,172,003	\$ 8,818,119
CASH PAYMENTS TO SUPPLIERS AND CONTRACTORS	(1,501,252)	(4,267,202)	(5,768,454)	(1,441,510)	(4,794,607)	(6,236,117)
PAYMENTS TO OR ON BEHALF OF EMPLOYEES	(8,343,063)	(13,063,212)	(21,406,275)	(7,068,407)	(10,454,936)	(17,523,343)
NET CASH USED BY OPERATING ACTIVITIES	(3,130,820)	(11,617,924)	(14,748,744)	(3,863,801)	(11,077,540)	(14,941,341)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES						
MHSA FUNDING	-	11,315,163	11,315,163	-	10,180,313	10,180,313
REALIGNMENT	3,655,344	-	3,655,344	4,380,912	-	4,380,912
GRANTS	-	-	-	-	-	-
CONTRIBUTIONS FROM MEMBER CITIES	70,236	-	70,236	70,236	-	70,236
NET CASH PROVIDED BY NONCAPITAL FINANCING ACTIVITIES	3,725,580	11,315,163	15,040,743	4,451,148	10,180,313	14,631,461
CASH FLOW FROM CAPITAL AND RELATED FINANCING ACTIVITIES						
PURCHASE OF CAPITAL ASSETS:						
BUILDING AND IMPROVEMENTS	(148,500)	(1,223,468)	(1,371,968)	-	-	-
LAND	-	-	-	-	-	-
OFFICE FURNITURE, EQUIPMENT & VEHICLES	(20,000)	(20,000)	(40,000)	(164,152)	(249,902)	(414,054)
IT EQUIPMENT, HARDWARE AND SOFTWARE LICENSES	(60,000)	(60,000)	(120,000)	(2,640)	(6,160)	(8,800)
PRINCIPAL PAYMENTS ON CAPITAL DEBT	(29,066)	-	(29,066)	(29,006)	-	(29,006)
OTHER - CSS HOUSING PROJECTS	-	(2,800,000)	(2,800,000)	-	-	-
INTEREST PAID ON CAPITAL DEBT	(43,011)	-	(43,011)	(42,920)	-	(42,920)
RECEIPT/PAYMENT OF INTERCOMPANY ADVANCES BETWEEN OPERATING	127,224	(127,224)	-	(540,536)	540,536	-
NET CASH USED BY CAPITAL AND RELATED FINANCING ACTIVITIES	(173,353)	(4,230,692)	(4,404,045)	(779,254)	284,474	(494,780)
CASH FLOW FROM INVESTING ACTIVITIES						
INTEREST RECEIVED	70,000	332,000	402,000	103,493	528,041	631,534
OTHER INCOME RECEIVED	36,300	110,450	146,750	34,596	87,829	122,425
NET CASH PROVIDED BY INVESTING ACTIVITIES	106,300	442,450	548,750	138,089	615,870	753,959
CASH FLOWS FROM REORGANIZATIONAL ITEMS						
PRE-BANKRUPTCY FUNDS FROM CAL DMH IN ERROR-REPAID	-	-	-	-	-	-
DISTRIBUTION TO BANKRUPTCY UNSECURED CREDITORS	(660,000)	-	(660,000)	(1,030,000)	-	(1,030,000)
	(660,000)	-	(660,000)	(1,030,000)	-	(1,030,000)
NET CHANGE IN CASH	(132,293)	(4,091,003)	(4,223,296)	(1,083,818)	3,117	(1,080,701)
CASH BEGINNING BALANCE (Projected)	6,399,548	24,452,325	30,851,872	7,483,365	24,449,208	31,932,573
CASH ENDING BALANCE	\$ 6,267,254	\$ 20,361,322	\$ 26,628,576	\$ 6,399,548	\$ 24,452,325	\$ 30,851,872

NOTE: The fiscal year 2019-20 amounts are UNAUDITED and PRELIMINARY based on six months results through December 31, 2019. Such amounts are subject to further review and audit and are presented herein for comparison purposes only.

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TRI-CITY MENTAL HEALTH AUTHORITY
TCMH - HISTORICAL OUTPATIENT CLINICAL OPERATIONS
OPERATING BUDGET AND CASH FLOW BUDGET FISCAL
YEAR 2020-21

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TCMH – HISTORICAL OUTPATIENT CLINICAL OPERATIONS

BUDGETED OPERATING INCOME

GENERAL INFORMATION

The Outpatient Clinical (TCMH) budget includes the projected funding and operating costs of the Adult Outpatient Clinic Program, the Adult Outpatient Clinic Program, the associated Administration of these programs and the various Grant programs currently being administered by Tri-City.

Revenues for these programs, as previously noted, include 1991 Realignment, Medi-Cal cost reimbursement from FFP and State EPSDT Medi-Cal as well a few State and Local grants. These revenues were projected based on Tri-City's past experience, expected increases to service requests and projected state revenue information obtained from the California Behavioral Health Director Association.

Total budgeted costs for the above noted Outpatient programs of \$9.9 million include salaries and benefits of approximately \$8.3 million and approximately \$1.6 million in other operating costs including cost for facilities, equipment, and other services and supplies. This budget assumes various vacancies will be fully occupied throughout the fiscal year. For fiscal 2020-21, the salaries and benefits associated with Tri-City's Executive team, Senior Management team, and administrative staff who serve the entire Agency, are anticipated to spend approximately 33% of their time on TCMH programs. This budget includes a total of 32.0 FTEs of allocated time for these staff which have been allocated to reflect the staffing proportions of the Agency.

The program descriptions for each of the programs included in the Outpatient Clinic Budget are discussed below:

- Children and Family Outpatient Program
- Adult Outpatient Program
- Grant Programs
- Administration

CHILDREN AND FAMILY OUTPATIENT PROGRAM

Since 1960, Tri-City Mental Health has been providing outpatient specialty mental services for the residents of Pomona, Laverne and Claremont. These services are provided to children and youth ages 0 to 21 at the children's outpatient clinic located in Pomona (the Royalty Building). Funding for this program includes 1991 Realignment, and Federal and State Medi-Cal funding. Medi-Cal funds are made up of Federal Financial Participation (FFP) and the State's match, Early and Periodic Screening, Diagnostic and Treatment (EPSDT). 1991 Realignment is derived from State Vehicle License Fees and Sales Tax collected at the State level.

ADULT OUTPATIENT PROGRAM

Since 1960, Tri-City Mental Health has been providing outpatient specialty mental services for the residents of Pomona, Laverne and Claremont. These services are provided to adults age 18 and over at the adult outpatient clinic also located in Pomona (the Garey Building). Funding for this program includes 1991 Realignment and Medi-Cal funding, Federal Financial Participation (FFP). 1991 Realignment is derived from State Vehicle License Fees and Sales Tax collected at the State level.

GRANT PROGRAMS

On occasion, Tri-City is the recipient of grants for specific programs or purposes and typically include one-time funding or limited and short-term in nature. Within the Grants Programs caption, the following programs have been budgeted and described as follows:

Measure H – The Los Angeles County initiative to end homelessness, began collecting a countywide sales tax in July 2017. This tax will be collected over ten years and is being used to fund services and strategies to address homelessness throughout Los Angeles County. A portion of Measure H funds were made available for every city in the County of Los Angeles to develop a city specific plan to homelessness in their area. All three of the cities in Tri-City's jurisdiction applied for these monies and are collaborating with Tri-City to provide these services. Tri-City has entered into a Contract with the City of Pomona to provide various services (that are being reimbursed through this contract) to address homelessness including the hiring of four Navigators. The projected revenues and expenditures for this program are included in the "Grants" column of the Tri-City operating budget and include the reimbursement of costs associated with approximately 4 Full-Time Navigators dedicated to this program and other allowable costs per the contract.

Homeless Mentally Ill Outreach and Treatment (HMIOT)-In September of 2018 the Governing Board authorized Tri-City complete the required documentation to participate in the Homeless Mentally Ill Outreach and Treatment (HMIOT) funding allocation opportunity available as a result of Senate Bill 840 in the amount of \$100,000. These funds have been utilized to expand Tri-City's Outreach and Engagement Team (IOET) with staff who will serve to assist IOET to address the outreach and engagement of persons who are homeless in the Tri-City region. The \$100,00 was received during fiscal year 2018-19 and through fiscal year ending 2019-20 approximately \$85 thousand of these funds have been expended. The activity associated with this program is included in the "Grants" column of the Tri-City operating budget and includes a year of operating costs associated with the program, and any amounts incurred beyond the remaining available grant receipts will be covered by realignment.

Intensive Case Management Services (ICMS) – In 2012, Los Angeles Department of Health Services (DHS) created the Supportive Housing Services program, following the passage of Measure H in Los Angeles County in 2017. DHS release a new Request for Statement of Qualifications (RFSQ) to secure additional qualified agencies to provide Intensive Case Management services. In September 2019 a contract between Tri-City and DHS was completed whereby Tri-City will be reimbursed to provide services to persons identified by DHS as being chronically homeless and in need of housing and other supports, including mental health. The projected revenues and expenditures for this program are included in the "Grants" column of the Tri-City operating budget and are projected to include the hiring of 1.0 full-time

staff to be dedicated to this program incurring approximately \$50 thousand dollars of expenses which will be reimbursed as noted above.

ADMINISTRATION

These costs include the administrative functions required to oversee the various programs primarily funded through 1991 Realignment within the Tri-City Mental Health Outpatient Budget. The outpatient budget includes salary costs, professional fees, attorney fees, information system costs, equipment costs, and supply costs. Personnel costs include 20.4 FTEs of various personnel who directly work on CSS programs in addition to allocated time of Executive/Senior Management, as well as data collection, billing and accounting personnel.

REVENUES

Revenues were projected based on existing program funding, including Realignment funding, Medi-Cal cost reimbursement from the Federal and California Departments of Health Care Services (“DCHS” or “State”), and other funding and sometimes grant funds.

Tri-City submits its Medi-Cal claims through LAC DMH and receives FFP cost reimbursement for all qualifying mental health services, as well as additional cost reimbursement from State Mental Health Funds (SMHF) for qualifying mental health services to children and youth under age 21 through Early Periodic Screening Diagnosis and Treatment services funding (EPSDT/SMHF). The Medi-Cal FFP and EPSDT/SMHF revenues are estimated based on projected level of service hours to be provided by care providers employed or to be hired by Tri-City.

1. **Realignment.** The estimated \$3.7 million is based on the most current information obtained from the California Behavioral Health Directors Association’s (CBHDA) analysis of the state budget. Realignment funding in Fiscal 2020-21 is expected to continue to be impacted directly by COVID-19 and more specifically, expected to approximately 10% less than amounts received in Fiscal 2019-20. As such, Tri-City is conservatively projecting realignment up to the minimum baseline of \$3.7 million.

Tri-City’s Realignment funds come from dedicated State taxes allocated to the State’s Mental Health Fund and are considered tax funds that qualify to be used for public expenditures. Therefore, these funds must be used in the provision of Medi-Cal services in order for Tri-City to receive FFP reimbursement, or they must be used to “match” the FFP. Realignment funds not used as Medi-Cal match can be used to:

- a. Provide mental health services and costs that are not covered by the Medi-Cal program – primarily indigent care;
- b. Cover program costs in excess of revenues
- c. Cover administrative costs not covered by the Medi-Cal program;
- d. Provide for capital expenditures; *and*
- e. Make payments on debt, including bankruptcy debt.

Based on the 2020-21 operating budget, 24.0% of the projected Realignment funds will be used to “match” Medi-Cal costs, 17.2% will be used to cover indigent care, 5.7% will be used

to cover the Non-Covered portion of MCE, 44.8% will be used to cover program costs in excess of revenues, and the remaining 8% will be used to cover administrative costs that exceed 15% of direct program costs and not considered as Medi-Cal reimbursable costs per Tri-City's negotiated agreement with LAC DMH and to cover capital expenditures and debt payments, including the mortgage and remaining bankruptcy debt. As a direct result of COVID-19, the Governing of California issued an Executive Order that will allow for the temporary increase to administrative costs to 30% from 15% during the crisis. As such Tri-City has projected that this change to 30% will impact approximately 25% of the year and utilized a rate that reflects this.

2. **Medi-Cal Adult FFP.** Medi-Cal FFP for the adult outpatient program is estimated based on the projected level of service hours to be provided by care providers employed or to be hired by Tri-City. This level of service is measured in units of service which are multiplied by the Agency's projected cost per unit of service. The related charges/costs are assumed to be covered by Federal reimbursement (FFP) and Realignment. The Federal reimbursement (FFP) will be 50% of the costs to provide services to those individuals that qualify under the original Short-Doyle/MC program. The remaining 50% of those costs will be covered by Realignment. In addition, due to the expanded Medi-Cal program (MCE) under the Affordable Healthcare Act for single adults ages 19 to 64, Tri-City projected revenues include the FFP reimbursement for the MCE services provided will be reimbursed at the rate of 90% of the costs, thereby replenishing the majority of the upfront realignment used to provide the services. The FFP reimbursement under MCE was originally 100% for the first three calendar years (2014 thru 2016), 95% as of January 1, 2017, 94% as of January 1, 2018, 93% as of January 1, 2019, and finally the reimbursement was reduced to 90% beginning January 1, 2020.
3. **Medi-Cal Children FFP.** Medi-Cal FFP for the children outpatient programs is estimated based on the projected level of service hours to be provided by care providers employed or to be hired by Tri-City. This level of service is measured in units of service which are multiplied by the Agency's projected cost per unit of service. The related charges/costs are assumed to be covered by Federal (FFP) and State (EPSDT/SMHF) reimbursement. The Federal reimbursement (FFP) rate is currently at 50% of the costs, and the other 50% is projected to be covered by EPSDT State Mental Health Funds as noted below.
4. **Medi-Cal Children EPSDT – State.** Based on the new State budget and the analysis of CBHDA it is projected that the EPSDT allocation rates from the State for fiscal year 2020-21 will approximate 50% of the cost of services provided.
5. **Medicare.** This represents the expected reimbursement for mental health services provided to consumers that qualify under Medicare. The projected amount is based on prior experience and amounts collected in prior years.
6. **City Share.** This funding is based on the "Local Realignment Maintenance of Effort Funds (SB681)" required for Tri-City to receive realignment. The projected city shares are based on amounts received in prior years as well as the minimum required for realignment purposes.
7. **Grants.** These funds represent the expected amount to be received under contract with Bonita USD for drop-in mental health services provided by Tri-City to students attending schools within the school district, and other one-time or limited grants as described above.

8. **Interest Income.** These funds represent interest earned on cash invested in the Local Agency Investment Fund (“LAIF”), as well as other interest bearing operating bank accounts. The amount budgeted for interest income for FY 2020-21 is based on the projected interest from current clinic operation cash balances and based on past experience.
9. **Medi-Cal Denials/Disallowances:** This allowance represents a conservative 10% reserve for disallowances of FFP and State EPSDT Medi-Cal claims billed.

OPERATING EXPENSES

1. **Salary Costs.** Salary costs of \$8.3 million include salaries and wages of \$6.2 million and employee benefits of \$2.1 million. These salaries and wages include \$5.3 million of clinical and direct staff salaries and \$969 thousand of administrative salaries. The costs were based on the Agency’s actual current employee roster (as of May 2020) plus any vacant or new positions for fiscal year 2020-21. The resulting budgeted salaries for 2020-21 are approximately \$922 thousand higher than the projected costs for 2019-20, however approximately \$899 thousand higher than the Fiscal Year 2019-20 adopted budget as a result of budget amendments throughout fiscal 2019-20. Clinical staff salaries are budgeted to increase from the projected actuals for fiscal 2019-20 due to expected filling of several positions that were vacant during the year.

Salaries and benefits associated with Tri-City’s Executive team, Senior Management team, and administrative staff who serve the entire Agency, are allocated to TCMH and MHSA at the rate of 33% and 67%, respectively. This allocation of costs for these staff, are reflective of the staffing proportions of the Agency.

Employee benefits, including insurance, retirement, and payroll taxes are based on the historical cost as a relationship to base salary and wages. The average percentage of employee benefits agency wide is estimated at approximately 32.73%.

2. **Facility Costs.** Facility costs for the 2020-21 Budget include the costs of maintaining Tri-City’s adult outpatient clinic operations at 2008 N. Garey Avenue, the rent and related costs for the children’s outpatient clinic operations at 1900 Royalty Street, and allocation of the rent and maintenance costs associated with the administrative offices in Claremont. The intercompany facility charges and income reflected under the Adult O/P program relates to costs of the 2008 N. Garey building that will be allocated to MHSA operations also located at the facility (primarily staffing for FSP Adult and FSP Older Adults). The amounts charged to the MHSA programs are consistent with the prior year and are based on market rates per square foot.

The costs for storage leases include the rental of space for archiving documents that are legally required to be retained, and are primarily fixed costs with minor increases to rates. Storage costs that do fluctuate are associated with the storage of medical records and will fluctuate based on usage/access of these documents.

3. **Equipment Costs.** This amount reflects the anticipated equipment costs, such as equipment rentals, leases, repairs, non-capital equipment and furniture purchases, cellular phone costs and maintenance fees.

4. **Other Service and Supply Costs.** Other service and supply costs are projected based on actual costs incurred in FY 2019-20 and adjusted for inflation and for specific known increases or decreases. The most significant of these costs are explained as follows:
 - a. Conference, Seminars & Related Costs. These budgeted costs reflect the Agency's commitment to keep staff up-to-date on all new regulations under the Affordable Care Act, expanded Medi-Cal, new billing requirements and the related client outcome and meaningful use programs. As such it is important that staff continue to attend conferences and seminars, however as a direct result of COVID-19, it is anticipated that the majority of trainings in Fiscal 2020-21 will be through online webinars.
 - b. Professional Liability Insurance. These costs represent necessary insurance for general claims, if any, against Tri-City and other insurance coverages.
 - c. Security Expense. These budgeted costs include the cost of having security guards at several Tri-City locations and are projected based on past experience.
 - d. Dues and Subscriptions. These costs include dues for industry associations, dues and renewals for professional licenses and dues for computer program support.
 - e. Lab and Med Costs. These projected costs relate directly to the implementation of meaningful use outcomes which include monitoring of physical systems as well as mental diagnosis.
 - f. Data Processing/Licenses. These budgeted costs include costs for required licensing and continued support for data base programs.

5. **Specific Costs.** These costs are mostly comprised of costs identified solely as administrative in nature, with the exception of client support expenses described below.
 - a. Client Support Costs. These costs mainly represent the cost of leasing five apartment units located in Pomona. These units are mainly occupied by Tri-City clients (both outpatient clinic and FSP clients) who pay Tri-City rent. The rental income is reflected in revenue.
 - b. Directors and Officers Insurance. These administrative insurance costs are allocated between the Clinic and MHSA operations.
 - c. Professional Services. These costs include various professional services including media and communication costs and other costs anticipated for special projects. This amount also includes a general allowance for unforeseen professional services. During fiscal 2019-20 some one-time costs for professional services were budgeted but were not incurred. Some of these costs are re-budgeted for fiscal 2020-21.

Professional Services costs generally vary from year to year and although the budgeted 2020-21 amount shows an increase from the amount budgeted in 2019-20, it is in line with prior years' budgeted amounts. Additionally, this budget also allows for unexpected services to be required.

- d. Attorney Fees. These costs include the legal fees expected to be incurred for services to be provided by the General Counsel for normal operating items as well as miscellaneous legal fees in connection with human resources/employment cases. The amount budgeted for 2020-21 is in line with prior years' budgeted amounts for legal fees and considered prudent to allow for unexpected matters to arise.
- e. Audit Fees. These costs represent the fees incurred for the outside independent auditor, which are allocated between Clinic Operations and MHSA operations.

BUDGETED CASH FLOW

GENERAL

The budgeted cash flow for Tri-City's clinical operations for fiscal 2020-21 reflects a net decrease to cash of approximately \$254 thousand, thereby estimating a cash balance of approximately \$6.1 million at June 30, 2021. The primary reason for the expected net decrease to cash is the projected payments to be made toward the bankruptcy liability in the estimated amount of \$660 thousand. The detail of the cash flow activity is described below.

CASH FLOWS FROM OPERATING ACTIVITIES

There are three major components to cash flows from operating activities:

1. Cash received from and on behalf of patients includes the following:
 - a. Expected receipts of Medi-Cal FFP and Medi-Cal EPSDT/SMHF for the budgeted fiscal period 2020-21 includes reimbursement received for current year services as well as collection of prior years' FFP and EPSDT. The receipts budgeted for fiscal year 2020-21 services are anticipated to be received approximately 60 days after submission of claims due to the time it takes LAC DMH and State DMH to process and pay the claims. Amounts associated with Medi-Cal audit and cost report settlements are also included, however these audits or settlements which historically were expected to take between 18 to 24 months are not yet complete. Through the end of fiscal 2019-20, Medi-Cal audit or settlements for fiscal years 2013-14, 2014-15 and 2017-18 through 2018-19 have not yet been completed. It should be noted that based on prior experience, it is difficult to predict when these withhold amounts will actually be released.
 - b. Collection of receipts for billed services within the last quarter of the current fiscal year, 2019-20.
 - c. Other collections, including patient fees, client rental payments, and any grant funds.
2. Cash payments to suppliers and contractors cost.
3. Payments to or on behalf of employees. This amount includes the gross salaries plus benefits for both active employees and projected but presently vacant positions.

CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES

There are two major components to cash flows from noncapital financing activities:

1. Realignment. As previously discussed Realignment funds are projected based on prior year receipts, and on information obtained from State Budget Projections.
2. Contribution from member cities.

CASH FLOW FROM CAPITAL AND RELATED FINANCING ACTIVITIES

This section reflects TCMH's projected capital needs for fiscal year 2020-21 including potential investments to the facility located at 2008 N. Garey Avenue and leasehold improvements at the Royalty suites as well as, projected furniture and equipment needs and the related cost of mortgage debt. The projected purchases include the following:

1. The amount of \$148 thousand is being budgeted this year for building and leasehold improvements. These amount represent the projected cost for expected and unexpected improvements that may be required at the 2008 Garey site as well as any necessary leasehold improvements to the Royalty suites occupied by the Children and Family programs. These costs include the projected costs of replacing air conditioning units, anticipated improvement to lighting fixtures, additional expense to the parking lot at the 2008 Garey location as well as other necessary improvements to accommodate additional space for employees as deemed necessary throughout the year.
2. The amount of \$20 thousand is being budgeted for office furniture and equipment projected and estimated for costs related to replacement of equipment and furniture as needed throughout the year.
3. Approximately \$60 thousand has been projected for the replacement and improvement of hardware and software during fiscal 2020-21. This includes continual improvement or scheduled replacement of servers, renewal of software licenses, replacement of aged computers and replacement and improvement of various information technology related equipment. As a result of COVID-19 and the need for a majority of Tri-City staff to telecommute, additional replacement of computers and some additional equipment is anticipated to be a continued necessity.
4. Principal and interest paid on the debt which is secured by the property at 2008 N. Garey Avenue is based on the mortgage loan that was refinanced in June 2012 with a 25-year amortization and interest at 5%.

CASH FLOW FROM INVESTING ACTIVITIES

This section reflects TCMH's projected interest income from the cash deposited in Tri-City's current investment portfolio.

CASH FLOW FROM REORGANIZATIONAL ACTIVITIES

1. Bankruptcy Distributions. The Agency has budgeted approximately \$660 thousand in bankruptcy distributions to the Class 3 and 4 Unsecured Creditors during fiscal 2020-21. The estimated payment is equal to the remaining total balance of bankruptcy debt and the estimated ability to make these payments are based on Tri-City's projections which include release of previously withheld funds relating to certain outstanding cost report settlements completed by LA DMH for prior service years, in addition to anticipated timely payments for current billed services. Tri-City would not anticipate making these bankruptcy distributions during fiscal 2020-21 in the event sufficient funds are not available after allowed reserves are considered. It should also be noted that according to Tri-City's approved bankruptcy plan and disclosure, bankruptcy payments are only required to be made if realignment funds are available.

**TRI-CITY MENTAL HEALTH AUTHORITY
CLINIC OPERATING BUDGET
FISCAL YEAR 2020-21**

	FY 20-21 QUARTERS				BUDGET	% to	PROJECTED	% to	\$\$
	1ST QRT	2ND QRT	3RD QRT	4TH QRT	FY 2020-21	Rev	FY 2019-20	Rev	Variance
REVENUE							(Note)		
MEDI-CAL ADULT FFP	\$ 691,935	\$ 691,935	\$ 691,935	\$ 691,935	\$ 2,767,741	29.5%	\$ 2,786,615	31.6%	\$ (18,874)
MEDI-CAL CHILDREN FFP	366,293	366,293	366,293	366,293	1,465,171	15.6%	1,245,781	14.1%	219,390
MEDI-CAL CHILDREN EPSDT--STATE	399,793	399,793	399,793	399,793	1,599,171	17.0%	1,091,225	12.4%	507,946
REALIGNMENT	913,836	913,836	913,836	913,836	3,655,344	38.9%	3,816,484	43.2%	(161,140)
MEDICARE	750	750	750	750	3,000	0.0%	2,600	0.0%	400
PATIENT FEES/INSURANCE	625	625	625	625	2,500	0.0%	2,585	0.0%	(85)
MHSA FUNDING	-	-	-	-	-	0.0%	-	0.0%	-
CITY SHARE - LA VERNE	-	-	12,000	-	12,000	0.1%	12,000	0.1%	-
CITY SHARE - CLAREMONT	-	-	14,561	-	14,561	0.2%	14,561	0.2%	-
CITY SHARE - POMONA	-	-	43,675	-	43,675	0.5%	43,675	0.5%	-
GRANTS	73,191	73,191	73,191	73,191	292,763	3.1%	109,000	1.2%	183,763
INTEREST INCOME	17,500	17,500	17,500	17,500	70,000	0.7%	90,000	1.0%	(20,000)
RENTAL AND OTHER INCOME	9,075	9,075	9,075	9,075	36,300	0.4%	37,262	0.4%	(962)
ESTIMATED M/C DENIALS/DISALLOWANCE	(141,365)	(141,365)	(141,365)	(141,365)	(565,458)	-6.0%	(421,938)	-4.8%	(143,520)
TOTAL REVENUES	2,331,633	2,331,633	2,401,869	2,331,633	9,396,768	100.0%	8,829,850	100.0%	566,918
EXPENSES									
SALARY COSTS									
SALARY AND WAGES	1,559,106	1,559,106	1,559,106	1,559,106	6,236,425	66.4%	5,314,440	60.2%	921,985
INSURANCE-Health/workers comp/life	255,154	255,154	255,154	255,154	1,020,615	10.9%	616,714	7.0%	403,901
RETIREMENT COSTS	197,432	197,432	197,432	197,432	789,726	8.4%	606,480	6.9%	183,246
PAYROLL TAXES	37,652	37,652	37,652	37,652	150,607	1.6%	99,776	1.1%	50,831
MISC COSTS	36,423	36,423	36,423	36,423	145,690	1.6%	197,350	2.2%	(51,660)
	2,085,766	2,085,766	2,085,766	2,085,766	8,343,063	88.8%	6,834,760	77.4%	1,508,303
FACILITY COSTS									
STORAGE LEASES	3,326	3,326	3,326	3,326	13,305	0.1%	12,980	0.1%	325
MORTGAGE INTEREST (2008 Garey)	10,753	10,753	10,753	10,753	43,011	0.5%	41,962	0.5%	1,049
FACILITY RENT	60,901	60,901	60,901	60,901	243,602	2.6%	237,660	2.7%	5,942
INTERCOMPANY FACILITY CHARGES	(31,806)	(31,806)	(31,806)	(31,806)	(127,224)	-1.4%	(124,120)	-1.4%	(3,104)
UTILITIES	5,861	5,861	5,861	5,861	23,442	0.2%	22,870	0.3%	572
BUILDING REPAIRS AND MAINTENANCE	16,938	16,938	16,938	16,938	67,753	0.7%	66,100	0.7%	1,653
JANITORIAL SERVICES & SUPPLIES	18,105	18,105	18,105	18,105	72,419	0.8%	70,652	0.8%	1,767
WASTE DISPOSAL	712	712	712	712	2,849	0.0%	2,778	0.0%	71
	84,789	84,789	84,789	84,789	339,157	3.6%	330,882	3.7%	8,275
EQUIPMENT COSTS									
EQUIPMENT RENTAL/LEASE	10,991	10,991	10,991	10,991	43,965	0.5%	42,892	0.5%	1,073
EQUIP MAINT/REPAIRS	2,545	2,545	2,545	2,545	10,179	0.1%	9,930	0.1%	249
EQUIP/FURNITURE PURCHASES EXPENSED	11,186	11,186	11,186	11,186	44,743	0.5%	43,652	0.5%	1,091
AUTO EXPENSES	1,517	1,517	1,517	1,517	6,066	0.1%	5,918	0.1%	148
AUTO INSURANCE	1,182	1,182	1,182	1,182	4,728	0.1%	4,612	0.1%	116
CELLULAR/PAGER LEASES	10,043	10,043	10,043	10,043	40,172	0.4%	39,192	0.4%	980
	37,463	37,463	37,463	37,463	149,853	1.6%	146,196	1.7%	3,657

**TRI-CITY MENTAL HEALTH AUTHORITY
CLINIC OPERATING BUDGET
FISCAL YEAR 2020-21**

	FY 20-21 QUARTERS				BUDGET	% to	PROJECTED	% to	\$\$
	1ST QRT	2ND QRT	3RD QRT	4TH QRT	FY 2020-21	Rev	FY 2019-20	Rev	Variance
OTHER SERVICES AND SUPPLIES							(Note)		
CONFERENCES, SEMINARS & RELATED COSTS	3,534	3,534	3,534	3,534	14,135	0.2%	62,040	0.7%	(47,905)
MILEAGE REIMBURSEMENT	2,199	2,199	2,199	2,199	8,795	0.1%	9,004	0.1%	(209)
PERSONNEL ADS	15,674	15,674	15,674	15,674	62,696	0.7%	61,166	0.7%	1,530
PROFESSIONAL LIABILITY INSURANCE	15,561	15,561	15,561	15,561	62,244	0.7%	50,970	0.6%	11,274
SECURITY EXPENSE	37,696	37,696	37,696	37,696	150,785	1.6%	147,108	1.7%	3,677
DUES & SUBSCRIPTIONS	6,631	6,631	6,631	6,631	26,524	0.3%	25,878	0.3%	646
OTHER SUPPLIES	5,691	5,691	5,691	5,691	22,764	0.2%	22,210	0.3%	554
PRINTING	1,303	1,303	1,303	1,303	5,211	0.1%	5,080	0.1%	131
CLIENT EXPENSES	4,268	4,268	4,268	4,268	17,073	0.2%	16,656	0.2%	417
LAB/MED COST	2,986	2,986	2,986	2,986	11,945	0.1%	11,654	0.1%	291
AMBULANCE COSTS	3,083	3,083	3,083	3,083	12,331	0.1%	12,030	0.1%	301
OFFICE SUPPLIES	4,824	4,824	4,824	4,824	19,294	0.2%	18,822	0.2%	472
POSTAGE	467	467	467	467	1,866	0.0%	1,822	0.0%	44
RECORD DESTRUCTION	810	810	810	810	3,239	0.0%	3,158	0.0%	81
TELEPHONE EXPENSES	20,651	20,651	20,651	20,651	82,603	0.9%	60,102	0.7%	22,501
COMPUTER SYSTEMS & SOFTWARE	33,299	33,299	33,299	33,299	133,194	1.4%	129,944	1.5%	3,250
DATA PROCESSING/LICENSES	12,934	12,934	12,934	12,934	51,736	0.6%	50,474	0.6%	1,262
IT RELATED EXPENSES-Consulting/Training	2,232	2,232	2,232	2,232	8,926	0.1%	8,708	0.1%	218
MISCELLANEOUS	3,621	3,621	3,621	3,621	14,482	0.2%	14,132	0.2%	350
	177,461	177,461	177,461	177,461	709,843	7.6%	710,958	8.1%	(1,115)
SPECIFIC COSTS									
PROGRAMS:									
CLIENT SUPPORT COSTS	19,685	19,685	19,685	19,685	78,738	0.8%	76,818	0.9%	1,920
UNIQUE MHSA PROGRAM RELATED COSTS	-	-	-	-	-	0.0%	-	0.0%	-
WET--LEARNING & OUTREACH	-	-	-	-	-	0.0%	-	0.0%	-
PROFESSIONAL SERVICES	-	-	-	-	-	0.0%	-	0.0%	-
ADMINISTRATIVE:									
DIRECTORS & OFFICERS INSURANCE	5,454	5,454	5,454	5,454	21,817	0.2%	21,286	0.2%	531
PROFESSIONAL SERVICES	23,447	23,447	23,447	23,447	93,788	1.0%	40,768	0.5%	53,020
ATTORNEY FEES	20,955	20,955	20,955	20,955	83,818	0.9%	81,774	0.9%	2,044
BANK FEES	681	681	681	681	2,725	0.0%	2,658	0.0%	67
AUDIT FEES	5,378	5,378	5,378	5,378	21,513	0.2%	20,988	0.2%	525
	75,600	75,600	75,600	75,600	302,399	3.2%	244,292	2.8%	58,107
DEPRECIATION AND AMORT	22,901	22,901	22,901	22,901	91,605	1.0%	89,374	1.0%	2,231
TOTAL COSTS	2,483,980	2,483,980	2,483,980	2,483,980	9,935,920	105.7%	8,356,462	94.6%	1,579,458
INCOME (LOSS) FROM OPERATIONS	\$ (152,347)	\$ (152,347)	\$ (82,111)	\$ (152,347)	\$ (539,152)	-5.7%	\$ 473,388	5.4%	\$ (1,012,540)

NOTE: The fiscal year 2019-20 amounts are UNAUDITED and PRELIMINARY based on six months results through December 31, 2019. Such amounts are subject to further review and audit and are presented herein for comparison purposes only.

**TRI-CITY MENTAL HEALTH AUTHORITY
CLINIC CONSOLIDATING OPERATING BUDGET BY PROGRAM
FISCAL YEAR 2020-21**

	CHILD OP	ADULT OP	GRANTS	ADMIN	TOTAL
REVENUE					
MEDI-CAL ADULT FFP	\$ -	\$ 2,767,741	\$ -	\$ -	\$ 2,767,741
MEDI-CAL CHILDREN FFP	1,465,171	-	-	-	1,465,171
MEDI-CAL -STATE	1,456,171	143,000	-	-	1,599,171
REALIGNMENT	117,609	1,599,302	-	1,938,433	3,655,344
MEDICARE	-	3,000	-	-	3,000
PATIENT FEES/INSURANCE	500	2,000	-	-	2,500
MHSA FUNDING	-	-	-	-	-
CITY SHARE - LA VERNE	-	12,000	-	-	12,000
CITY SHARE - CLAREMONT	-	14,561	-	-	14,561
CITY SHARE - POMONA	-	43,675	-	-	43,675
GRANTS	20,000	-	272,763	-	292,763
INTEREST INCOME	-	-	-	70,000	70,000
RENTAL AND OTHER INCOME	200	36,000	-	100	36,300
ESTIMATED M/C DENIALS/DISALLOWANCE	(288,234)	(277,224)	-	-	(565,458)
TOTAL REVENUES	2,771,417	4,344,055	272,763	2,008,533	9,396,768
EXPENSES					
SALARY COSTS					
<i>FTE's</i>	23.7	42.6	8.0	10.7	85.0
SALARY AND WAGES	1,660,844	3,229,295	377,367	968,919	6,236,425
INSURANCE-Health/workers comp/life	275,785	527,304	59,645	157,881	1,020,615
RETIREMENT COSTS	215,736	415,924	45,288	112,778	789,726
PAYROLL TAXES	40,813	77,735	9,186	22,873	150,607
MISC COSTS	39,482	75,196	8,886	22,126	145,690
	2,232,660	4,325,454	500,372	1,284,577	8,343,063
FACILITY COSTS					
STORAGE LEASES	3,416	5,573	-	4,316	13,305
MORTGAGE INTEREST (2008 Garey)	-	43,011	-	-	43,011
FACILITY RENT	149,829	30,270	-	63,503	243,602
INTERCOMPANY FACILITY CHARGES	-	(127,224)	-	-	(127,224)
UTILITIES	-	22,613	-	829	23,442
BUILDING REPAIRS AND MAINTENANCE	24,174	38,152	-	5,427	67,753
JANITORIAL SERVICES & SUPPLIES	32,558	27,651	-	12,210	72,419
WASTE DISPOSAL	615	2,186	-	48	2,849
	210,592	42,232	-	86,333	339,157
EQUIPMENT COSTS					
EQUIPMENT RENTAL/LEASE	10,297	25,354	-	8,314	43,965
EQUIP MAINT/REPAIRS	3,239	5,412	-	1,528	10,179
EQUIP/FURNITURE PURCHASES EXPENSED	21,947	10,998	1,613	10,185	44,743
AUTO EXPENSES	5,816	250	-	-	6,066
AUTO INSURANCE	2,411	2,317	-	-	4,728
CELLULAR/PAGER LEASES	10,618	13,553	827	15,174	40,172
	54,328	57,884	2,440	35,201	149,853

**TRI-CITY MENTAL HEALTH AUTHORITY
CLINIC CONSOLIDATING OPERATING BUDGET BY PROGRAM
FISCAL YEAR 2020-21**

	CHILD OP	ADULT OP	GRANTS	ADMIN	TOTAL
OTHER SERVICES AND SUPPLIES					
CONFERENCES, SEMINARS & RELATED COSTS	4,388	2,709	-	7,038	14,135
MILEAGE REIMBURSEMENT	3,208	4,222	362	1,003	8,795
PERSONNEL ADS	2,366	55,923	443	3,964	62,696
PROFESSIONAL LIABILITY INSURANCE	16,657	27,745	-	17,842	62,244
SECURITY EXPENSE	20,502	122,527	-	7,756	150,785
DUES & SUBSCRIPTIONS	308	683	-	25,533	26,524
OTHER SUPPLIES	6,332	8,791	-	7,641	22,764
PRINTING	586	1,740	107	2,778	5,211
CLIENT EXPENSES	454	16,619	-	-	17,073
LAB/MED COST	-	11,945	-	-	11,945
AMBULANCE COSTS	810	11,521	-	-	12,331
OFFICE SUPPLIES	3,736	9,129	204	6,225	19,294
POSTAGE	182	304	-	1,380	1,866
RECORD DESTRUCTION	1,231	2,008	-	-	3,239
TELEPHONE EXPENSES	11,671	30,552	-	40,380	82,603
COMPUTER SYSTEMS & SOFTWARE	24,436	55,200	2,633	50,925	133,194
DATA PROCESSING/LICENSES	18,791	30,833	-	2,112	51,736
IT RELATED EXPENSES-Consulting/Training	-	-	-	8,926	8,926
MISCELLANEOUS	214	417	-	13,851	14,482
	115,872	392,868	3,749	197,354	709,843
SPECIFIC COSTS					
PROGRAMS:					
CLIENT SUPPORT COSTS	-	78,738	-	-	78,738
UNIQUE MHSA PROGRAM RELATED COSTS	-	-	-	-	-
COMMUNITY GRANTS	-	-	-	-	-
GRANTS	-	-	-	-	-
WET--LEARNING & OUTREACH	-	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-	-
ADMINISTRATIVE:					
DIRECTORS & OFFICERS INSURANCE	-	-	-	21,817	21,817
PROFESSIONAL SERVICES	-	-	-	93,788	93,788
ATTORNEY FEES	2,683	20,967	-	60,168	83,818
BANK FEES	-	-	-	2,725	2,725
AUDIT FEES	-	-	-	21,513	21,513
	2,683	99,705	-	200,011	302,399
DEPRECIATION AND AMORT	5,639	71,579	-	14,387	91,605
ALLOCATION OF ADMINISTRATIVE COSTS (15% OF DIRECT COSTS)	393,266	748,458	-	(1,141,724)	-
TOTAL COSTS	3,015,040	5,738,180	506,561	676,139	9,935,920
INCOME (LOSS) FROM OPERATIONS	\$ (243,623)	\$ (1,394,125)	\$ (233,798)	\$ 1,332,394	\$ (539,152)

**TRI-CITY MENTAL HEALTH AUTHORITY
CLINIC CASH FLOW BUDGET
FISCAL YEAR 2020-21**

	FY 2020-21 QUARTERS				BUDGET FY 2020-21
	1ST QRT	2ND QRT	3RD QRT	4TH QRT	
CASH FLOWS FROM OPERATING ACTIVITIES					
CASH RECEIVED FROM AND ON BEHALF OF PATIENTS	\$ 3,340,473	\$ 1,124,341	\$ 1,124,341	\$ 1,124,341	\$ 6,713,495
CASH PAYMENTS TO SUPPLIERS AND CONTRACTORS	(375,313)	(375,313)	(375,313)	(375,313)	(1,501,252)
PAYMENTS TO OR ON BEHALF OF EMPLOYEES	(2,085,766)	(2,085,766)	(2,085,766)	(2,085,766)	(8,343,063)
NET CASH USED BY OPERATING ACTIVITIES	879,394	(1,336,738)	(1,336,738)	(1,336,738)	(3,130,820)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES					
MHSA FUNDING	-	-	-	-	-
REALIGNMENT	913,836	913,836	913,836	913,836	3,655,344
CONTRIBUTIONS FROM MEMBER CITIES	-	-	70,236	-	70,236
NET CASH PROVIDED BY NONCAPITAL FINANCING ACTIVITIES	913,836	913,836	984,072	913,836	3,725,580
CASH FLOW FROM CAPITAL AND RELATED FINANCING ACTIVITIES					
PURCHASE OF CAPITAL ASSETS:					
BUILDING AND IMPROVEMENTS	(59,400)	(44,550)	(29,700)	(14,850)	(148,500)
OFFICE FURNITURE, EQUIPMENT & VEHICLES	(5,000)	(5,000)	(5,000)	(5,000)	(20,000)
IT EQUIPMENT, HARDWARE AND SOFTWARE LICENSES	(15,000)	(30,000)	(15,000)	-	(60,000)
PRINCIPAL PAYMENTS ON CAPITAL DEBT	(7,267)	(7,267)	(7,267)	(7,267)	(29,066)
INTEREST PAID ON CAPITAL DEBT	(10,753)	(10,753)	(10,753)	(10,753)	(43,011)
RECEIPT/PAYMENT OF INTERCOMPANY ADVANCES BETWEEN OPERATIONS	31,806	31,806	31,806	31,806	127,224
NET CASH USED BY CAPITAL AND RELATED FINANCING ACTIVITIES	(65,613)	(65,763)	(35,913)	(6,063)	(173,353)
CASH FLOW FROM INVESTING ACTIVITIES					
INTEREST RECEIVED	17,500	17,500	17,500	17,500	70,000
OTHER INCOME RECEIVED	9,075	9,075	9,075	9,075	36,300
NET CASH PROVIDED BY INVESTING ACTIVITIES	26,575	26,575	26,575	26,575	106,300
CASH FLOWS FROM REORGANIZATIONAL ITEMS					
PRE-BANKRUPTCY FUNDS FROM CAL DMH IN ERROR-REPAID	-	-	-	-	-
DISTRIBUTION TO BANKRUPTCY UNSECURED CREDITORS	-	(200,000)	(200,000)	(260,000)	(660,000)
	-	(200,000)	(200,000)	(260,000)	(660,000)
NET CHANGE IN CASH	1,754,192	(662,090)	(562,004)	(662,390)	(132,293)
CASH BEGINNING BALANCE (Projected)	6,399,548	8,153,739	7,491,649	6,929,645	6,399,548
CASH ENDING BALANCE	\$ 8,153,739	\$ 7,491,649	\$ 6,929,645	\$ 6,267,254	\$ 6,267,254

TRI-CITY MENTAL HEALTH AUTHORITY
MHSA – MENTAL HEALTH SERVICES ACT PROGRAM OPERATIONS
OPERATING BUDGET AND CASH FLOW BUDGET
FISCAL YEAR 2020-21

MHSA – MENTAL HEALTH SERVICES ACT PROGRAMS

BUDGETED OPERATING INCOME

GENERAL INFORMATION

The Mental Health Services Act (“MHSA”) budget includes the projected funding and operating costs of the approved MHSA Plans including the Community Services and Supports (“CSS”) programs, the Prevention and Early Intervention (“PEI”) programs, the Innovations (“INN”) programs, the Workforce, Education & Training (WET) programs and the Capital Facilities and Technology Needs projects (CFTN). Tri-City receives its share of MHSA funding directly from the State, which is then required to be allocated to three plans: 5% to the INN Plan; and then the remainder to the CSS Plan (80% or 76% of the total allocation) and the PEI Plan (20% or 19% of the total allocation).

Revenues within the MHSA plans include MHSA funding and Medi-Cal cost reimbursement from FFP and State EPSDT. These revenues were projected based on Tri-City’s approved MHSA Plans and reflect the estimated budgets included in the respective plans and updates.

Total budgeted costs for MHSA programs of \$17.6 million reflect an increase of approximately \$1.4 million when compared to the prior year’s budget of \$16.2 million. However, the projected final costs of \$14.7 million for fiscal 2019-20 when compared to the fiscal 2020-21 budget, the increase is approximately \$2.9 million. For fiscal 2020-21, the salaries and benefits associated with Tri-City’s Executive team, Senior Management team, and administrative staff who serve the entire Agency, are anticipated to spend approximately 67% of their time on MHSA programs. This budget includes a total of 32 FTEs of allocated time for these staff which have been allocated to reflect the staffing proportions of the Agency.

The program descriptions for each of the five plans included herein are discussed below:

COMMUNITY SERVICES AND SUPPORTS PLAN

This plan includes the following programs:

1. **Full Service Partnerships (FSP).** This program represents individualized services and supports that are required to assist person(s)/family(s) in achieving the goals identified in their wellness/recovery plan. Full Service Partnership (FSPs) are for people who are experiencing severe mental illness and are homeless or at risk of homelessness or other devastating consequences. During fiscal year 2019-20 and through April 2020, approximately 555 total unduplicated clients have been served within the FSP programs. Based on past experience and current data, the number of anticipated FSP clients to be served (active clients at any given time) during fiscal 2020-21 is broken into four age groups.
 - a. Children ages 0-15
 - b. Transitional Age Youth (TAY) ages 16-25
 - c. Adult ages 26-59
 - d. Older Adult ages 60 and over

The operation of the FSP program has been in full swing since 2009-10. As a result of the level of required services, approximately 8.7 vacant FSP dedicated personnel positions are

currently budgeted to include Therapists, Psychiatrists, Psychiatric Technicians, Clinical Wellness Advocates, as well as Substance Abuse Counselors. The Substance Abuse Counselors were previously approved positions that will support clients identified with co-occurring disorders and needing substance abuse treatment in addition to mental health services. These individuals will benefit greatly from this additional level of care that can be effectively incorporated into their current Tri-City treatment plan.

The Clinical Wellness Advocates mentioned above were new positions approved in fiscal 2016-17 whose role has been to provide advocacy, guidance, feedback, outreach and support to help clients and families access and work more effectively with the systems involved, and to build on the continuity of care for those clients receiving formal treatment services.

This budget reflects the direct costs of approximately \$8.3 million incurred by Tri-City to provide FSP services to all FSP clients. These services are reflected in the natural expense classifications. The majority of Tri-City's FSP costs consist of salaries and benefits of approximately \$6.3 million (65.5 FTEs), projected client support costs (FLEX funds) of approximately \$1.0 million and projected professional fees for recruitment of doctors.

2. **Community Navigators.** The Community Navigators program includes a team of six individuals that develop relationships with all manner of organizations and social service agencies throughout the three cities' region. The goal is to assist individuals who need services to help them quickly identify currently available services and/or refer them to the Tri-City system of care. In addition, one navigator works closely with the PEI Housing Stability program to assist clients in obtaining and maintaining housing. During fiscal year 2018-19 Tri-City received information that additional (Non-MHSA) funding would be available for the hiring of additional Community Navigators. On January 24, 2019 The Los Angeles County Homeless Initiative informed the Cities of Pomona, Claremont, and LaVerne that their application to receive Measure H implementation funds was approved. While not all of the strategies listed in their application were approved, the portion to provide Tri-City with funds to hire four new Community Navigators who will be specifically trained and specialize in homeless service, was approved. An agreement establishing an understanding, related guidelines and specifics, including funding, was signed in August of 2019. The funding and the related expenses associated with the Measure H program are reflected within the non-MHSA budget under the caption of "Grant Programs" within the TCMH-Clinic section of this budget document.

3. **Wellness Center.** The Wellness Center facility was completed and opened at the beginning of November 2011. The Wellness Center was conceived as a place of support for people who struggle with mental health issues so that they could accelerate their movement toward independence, recovery and wellness. The Wellness Center provides self-help groups, peer and family support services, educational and employment resources, recreational and cultural activities, assessment and linkage services and provides programs as an adjunct and/or stepdown from formal treatment services. During fiscal 2018-19, the Wellness Center had over 31,000 visits, however thus far in 2019-20 and as a direct result of COVID-19, the Wellness Center visits did reach approximately 19,000 and expect that the visits will continue to occur despite the limited hours and while complying with social distancing requirements. Virtual meetings are currently being held and expect to grow and management is continually considering adding new group programs to assist the

community. As a result of the continued needs of the community, the FTEs included in this budget include 15 FTEs for fiscal 2020-21 which are in line with the prior year.

4. **Supplemental Crisis Services.** This program provides crisis response services in three distinct ways which includes the after-hour crisis support, walk-in crisis services, and field based intensive outreach and engagement services for those who are not currently enrolled as Tri-City clients. The Supplemental Crisis Services System provides clinical support for the person in crisis, their family members, police, and/or others present. All of these services work collaboratively with the “Access to Care” team and the Community Navigator Programs to improve the likelihood that persons in crisis will be enrolled for ongoing treatment services. This budget includes both crisis services and the provision of ambulance services. This program includes a budget for clinicians to work after-hours and during the weekend, with the total hours available equaling up to 7.0 FTEs.
5. **Field Capable Clinical Services for Older Adults.** This program involves clinicians spending time engaging with seniors who have serious mental health issues, either in their home, in senior centers, or other locations where seniors are present, to provide clinical services and connectivity to other providers of senior services in the Tri-City area. The budget includes 1.0 FTE of clinical employees for outreach and engagement of seniors in the area as well as to train new and existing staff on specialized mental health needs of older adults.
6. **CSS Permanent Supportive Housing.** The Housing Stability Program is designed to help people with mental illness maintain their current housing or find a more appropriate place of residence. This program was established through the CSS Housing Plan approved by the Governing Board in fiscal 2011-12. The costs included in this budget reflect salary costs and professional fees anticipated to continue to support the various housing CalHFA projects, in addition to the continued costs associated with maintaining properties owned by Tri-City, which provide housing. The rental income reflected on the CSS Housing budget reflects the anticipated rents from these housing projects. Pursuant to Assembly Bill No. 727 (Chapter 410) and as recommended by the Stakeholders during the 2018-19 MHSA Plan Update, unspent CSS monies have been designated for the purpose of providing rental/housing assistance to individuals with serious and disabling mental illness who are participating in Tri-City MHSA programming other than Full Services Partnership programs.

Tri-City Mental Health Authority (Tri-City), its MHSA Stakeholders, and its Mental Health Commission recommended that Tri-City’s Governing Board approve a transfer of \$1.2 million in unspent Community Services and Supports (CSS) funds to the Permanent Supportive Housing Program. In January of 2017 the Governing Board approved this transfer of \$1.2 million of CSS dollars to CSS Housing. The purpose of this transfer of funds is to allow Tri-City to be proactive and responsive to potential housing project needs and the pending implementation of the ‘No Place Like Home’ (NPLH) program which was originally scheduled to begin in July of 2017. Additionally and most recently, in April of 2019, another \$1.6 million of CSS dollars was also recommended for transfer to the Permanent Supportive Housing Program which was presented to the Governing Board and was approved at the May 2019 Governing Board meeting. Currently although some projects have been identified, no specific projects are ready to move forward, however this budget does project that the total of \$2.8 million in designated housing funds will be expended in Fiscal Year 2020-21 and as such has been included in the MHSA Cash Flow Budget. Tri-City will continue it’s efforts to explore potential projects that can be brought forth for approval.

7. **Administrative CSS Costs.** These costs include the administrative functions required to oversee the various programs included in the CSS plan and includes salary costs, professional fees, attorney fees, information system costs, equipment costs, and supply costs. Personnel costs include 20.4 FTEs of various personnel who directly work on CSS programs in addition to allocated time of Executive/Senior Management, as well as data collection, billing and accounting personnel.

PREVENTION AND EARLY INTERVENTION PLAN

1. **Community Capacity Building.** This project supports under-served cultural communities and individuals across the three cities through three main projects:
 - a. Community Wellbeing
 - b. Community Mental Health Trainers
 - c. Stigma Reduction and Suicide Prevention

The *Community Wellbeing* project supports initiatives for unserved and under-served communities to promote the wellbeing of their members. Over the past nine years, the Agency has granted approximately \$1.3 million in community grants to support local community groups to promote wellbeing of their members and it is projected that an additional \$80 thousand will be granted in fiscal 2020-21. The focus of this program in 2020-21 will continue to be on children and TAY ages 0-25. In line with community capacity building, communities that receive the funds are trained in Results-Based Accountability, which assists communities in identifying the benefits of their efforts.

The *Community Mental Health Training* Project was initially implemented in fiscal 2010-2011 and in it's first two years certified over 70 Mental Health First Aid instructors (MHFA). Over the course of seven years, almost 4,000 individuals had been trained across the three cities who are prepared to offer support to anyone they encounter who is experiencing mental or emotional distress. Although Mental Health First Aid was considered a highly successful program since its inception, a steady decline in the number of trainings requested was noted over a few years and therefore the full-time trainers were eventually eliminated in fiscal 2017-18. Since then, Tri-City has continued to provide trainings conducted by existing staff, even adding new trainings. Tri-City has expanded the program to include additional trainings beyond the core MHFA curriculum, such as workshops on Everyday Mental Health, the Recovery Model, Non-Suicidal Self-Harm and parenting classes. Additionally, in FY 2018-19, Tri-City expanded its training programs with the addition of a new Trauma Training: Adverse Childhood Experiences (ACEs). With the increase in requests for trainings and the expansion of the program, the need for a full-time trainer was supported by the stakeholders.

Tri-City's Stigma Reduction program also known as Room for Everyone began in fiscal 2013-14. Activities offered in this program include stigma reduction efforts, suicide prevention training, a speakers bureau and a community art gallery located at Tri-City's 2001 N. Garey Ave. site.

The total budget for the Community Capacity Building program includes costs of approximately \$498 thousand. The main components of the budgeted expenses are salaries and benefits of approximately \$358 thousand for 3.9 FTEs, \$80 thousand in Community grants, approximately \$15 thousand for facility and equipment costs and approximately \$30 thousand on various services and supplies.

2. **Older Adult Wellbeing.** This project focuses on older adults, and in particular, the disparities in access to mental health services experienced by older adults, as well as the high risk of suicide for this age group. This program includes two main projects:
 - a. Peer Mentoring, *and*
 - b. Specialty Groups/Programming Offered at the Wellness Center

The *Peer Mentoring* Project, a prevention and early intervention program, provides peer counseling and peer support groups for older adults from unserved and under-served communities through the engagement of partners in the communities across the three cities to identify older adults who could benefit from these programs. The Peer Mentor Program provides free services to individuals, who may not be ready to receive mental health services, do not meet criteria for normal services or are transitioning out of formal services. This project trains volunteers from the Tri-City area who want to learn how to provide support to peers who are in emotional distress. Once trained, peer mentors can offer both individual and group mentoring, and additional support through linkages to age and culturally-appropriate resources.

This budget includes costs of approximately \$151 thousand. The main components of the budgeted expenses are salaries and benefits of approximately \$137 thousand for 1.3 FTE. The remaining costs include supplies, equipment costs, training and other miscellaneous expenses.

3. **TAY-Adult Wellbeing.** This project focuses on transitional-aged young adults, including young adults from under-served cultural populations, young adults at risk of serious psychiatric illness, young adults exposed to trauma, young adults in stressed families, and others. This program includes two projects:
 - a. Peer Mentoring, *and*
 - b. Specialty Groups/Programming Offered at the Wellness Center

The Peer Support Program provides peer counseling and peer support groups for transitional-aged young adults from unserved and under-served communities through the engagement of partners in the communities across the three cities to identify young adults who could benefit from the programs under this project. The Peer Mentor Program provides free services to individuals, who may not be ready to receive mental health services, do not meet criteria for normal services or are transitioning out of formal services. The Peer Mentoring Program also trains volunteers from the Tri-City area who want to learn how to provide support to peers who are in emotional distress. Once trained, peer mentors can offer both individual and group mentoring, and additional support through linkages to age and culturally-appropriate resources.

This budget includes costs of approximately \$142 thousand. The main components of the budgeted expenses are salaries and benefits of approximately \$137 thousand for 1.3 FTE. The remaining costs include training and other miscellaneous expenses.

- 4. Family Wellbeing.** This project focuses on family members and caregivers, particularly of young children, as a way of providing support to children and youth in stressed families, including family members from unserved and under-served cultural populations. The Family Wellbeing Project is building trusting relationships and provides supports to family members and caregivers of people who participate in the Wellness Center, the Peer Support Programs, and other PEI programs. Families who need these supports will be identified through the engagement of partners in the communities across the three cities including schools, colleges, health clinics, and other primary care providers and organizations.

This budget includes costs of approximately \$91 thousand. The main components of the budgeted expenses are salaries and benefits of approximately \$86 thousand for 1.0 FTE. The remaining costs include other miscellaneous expenses.

- 5. NAMI.** This program was originally approved in fiscal 2010-11 in Tri-City's MHSA 2011-12 Annual Update and has been in full implementation since fiscal 2011-12. The original program budget provided funding to NAMI Pomona Valley to support their community capacity building programs with the "Inter-Faith Collaboration on Mental Illness" and "Parents and Teachers as Allies" communities. Of these two original programs, the Parents and Teachers as Allies program (now newly identified as Ending the Silence) is the only program that is being continued in fiscal 2020-21 by NAMI. The resulting NAMI budget for fiscal 2020-21 is approximately \$35 thousand which includes amounts for professional services for the NAMI programs and related stipends and amounts for miscellaneous expenses for conferences. As would be expected, the trainings and conferences offered by NAMI Pomona Valley are being provided through video and teleconferencing as a direct result of COVID-19.

- 6. Housing Stability (previously Building Bridges between Landlords, Mental health Providers and Clients—AKA Landlords).** This program was approved by the Governing Board in the PEI Update submitted in fiscal 2011-12 to expand and strengthen the system of care towards community wellbeing by focusing on ways that landlords and Tri-City Mental Health Authority can work together to 1) identify mental health needs; and 2) provide assistance in ways that allow Tri-City Mental Health Authority clients to access or maintain their housing arrangement. In addition, due to the recent housing projects that were completed in 2015-16 and completed during 2017-18, major efforts continue to take place to assure that clients in need of housing will be signed up to apply for this housing. As a result, Tri-City had previously increased the staffing during fiscal 2015-16 to include 2.0 FTE positions of wellness advocates budgeted within the CSS Plan.

This budget includes costs of approximately \$195 thousand. The main components of the budgeted expenses are salaries and benefits of approximately \$173 thousand for 1.8 FTEs. The remaining costs include facility costs, equipment costs and other services and supplies.

- 7. Therapeutic Community Gardening.** This program was originally approved by the Governing Board in the Annual MHSA 2012-13 Update submitted in fiscal 2011-12. This project seeks to increase access to mental health services and supports for select populations through a community-wide urban farm. The project originally focused on three

priority populations who suffer isolation from friends, family and the broader community -- veterans, school-aged children and their families, and youth transitioning out of foster care. During the 2014-15 MHSA update, it was determined that the Therapeutic Community Gardening should be open to all qualifying clients. As a result of the success of this program, more groups have been added over the past several years and therefore, Tri-City had increased the budget for one additional clinical staff. This has remained consistent for the fiscal 2020-21 budget.

This budget includes costs of approximately \$316 thousand. The main components of the budgeted expenses are salaries and benefits of approximately \$231 thousand for 2.9 FTEs, \$20 thousand in facility and equipment costs, \$66 thousand in other services and supplies which includes a security expense for a security guard at the garden location.

8. **Early Psychosis Costs.** In 2018 the Mental Health Service Act was amended to include specific prevention and intervention program priorities and this included the establishment of an Early Psychosis program. This program was established by Tri-City in Fiscal Year 2018-19 which was also recommended as part of the Stakeholder process for the 2018-19 MHSA Plan Update. The purpose of this project was to develop an early psychosis program in order to address the identification and diagnosis of individuals ages 16 to 25, who are suffering from psychosis and are not currently enrolled in mental health services. The original amount of \$240 thousand in funds were designated for a two-year project that utilized one-time PEI dollars on program development and early implementation. As a result of the development of this project, Tri-City identified the PIER (Prevention, Intervention, Enforcement and Reentry) model as the most comprehensive and effective to meet the needs of Tri-City clients and community members. This evidence-based treatment uses three key components – community outreach, assessment, and treatment to reduce symptoms, improved function and decrease relapse. Tri-City staff will focus on hosting early psychosis trainings with the goal of informing community partners of this opportunity and hopefully increasing interest in attendance. The amounts budgeted for 2020-21 will be utilized to focus on developing and training a new clinical team comprised of Tri-City staff who will implement the PIER.

This budget includes total costs of approximately \$157 thousand. The main components of the budgeted expenses are salaries and benefits of approximately \$142 thousand for approximately 1.2 FTEs and other anticipated costs associated with developing and implementing the program such as training and professional services.

9. **Administrative PEI Costs.** These costs include the administrative functions required to oversee the various programs included in the PEI plan and includes salary costs, facility costs, attorney fees, and other miscellaneous costs. Personnel costs include 3.1 FTEs for the PEI Coordinator and allocated time of data collection, billing, and accounting personnel and allocated Executive/Senior Management team time.

INNOVATIONS PLAN

The purpose of the Innovation projects is to promote learning through innovative programs and processes in order to increase access to underserved groups and increase the quality of services provided and identifying if better outcomes result. INN projects are three-year projects that may be extended up to 5 years, and are evaluated at the end of the project to determine if the learning from the projects can be implemented into other MHSA programs. In January

2012, the initial Innovation Plan was approved by the Governing Board and included two projects, 1) Modified Cognitive Enhancement Therapy and 2) Integrated Care Project. These two projects were completed in fiscal 2014-15.

In May 2014, the Governing Board approved two additional innovations projects, 1) Cognitive Remediation Therapy and 2) Employment Stability, which have also been completed. The Employment Stability Program was completed during Fiscal Year 2017-18 and the Cognitive Remediation Therapy Program which was also completed, during Fiscal Year 2018-19.

At the May 2018 MHSA Public Hearing, the Stakeholders and the Mental Health Commission recommended that the Governing Board approve the INN Technology Suite project (now named Help at Hand). This new project (currently the only project), was approved by the Governing Board at the June 2018 Governing Board meeting and was also subsequently presented to and approved by the Mental Health Oversight and Accountability Commission (OAC) in September of 2018. The Help at Hand (formerly named the Technology Suite) project is currently the only project included in this budget.

The current program descriptions are noted as follows:

1. **INN Technology Suite Project.** This project was originally proposed as a three year project (and later extended to a five year project) and the intention of the project is to engage in a joint, multi-county Innovation project which explores the impact and effectiveness of a technology-based mental health approach to providing services. The primary purpose of this project is to increase access to mental health care by providing a non-traditional system for individuals who may be reluctant to access services through a more formal clinical setting. Through the use of computers, tablets and smartphones, community members will be able to access a suite of technology-based mental health services focused on prevention, early intervention, and family and social support with the intent to: decrease emergency care services; reduce psychiatric hospitalizations; and reduce the duration of untreated mental illness. More details are included in the New Innovation Project Proposed document posted on Tri-City's website.

This budget includes projected costs of approximately \$316 thousand. The main components of the budgeted expenses for this program include \$230 thousand in salaries and benefits for staff time of personnel who will be working on implementing the program. In addition, the amount of \$74 thousand is for professional services specifically related to the INN Technology Suite Project and is estimated for its implementation, and will be paid to a third party via a Participation Agreement (after it is fully executed) with the California Mental Health Services Authority which was authorized at the Governing Board Meeting on November 14, 2018.

2. **Administrative INN Costs.** These costs include the administrative functions required to oversee INN programs included in the INN plan and includes salary costs, facility costs, and other miscellaneous costs. Personnel costs of \$58 thousand include .3 FTEs for the allocated time of Management as well as data collection, billing, and accounting personnel, and for costs of staff allocated to work on INN Programs administratively.

WORKFORCE, EDUCATION & TRAINING PLAN

This plan was originally approved in November 2012 and began implementation in the third quarter of fiscal 2012-13. The purpose of the WET programs is to promote learning and staff development as well as to provide a means to educate the community and to develop a base for future employees and volunteers in the provision of community mental health. WET funding is considered one-time funding and in order to continue programming in the WET Plan, transfers of available funding from the CSS Plan are required. As noted in a recent prior year budget and MHSA Plan, a transfer of CSS dollars to the WET Plan in the amount of \$400 thousand was recommended by the Stakeholders (in the 2018-19 MHSA Plan Update) to continue the programs within the WET Plan. The approval of this transfer occurred at the June 20, 2018 Governing Board Meeting. In addition, as a result of identified available funding within the CSS Plan, an additional transfer (of \$600 thousand) was recommended by the Stakeholders at a Stakeholder meeting held in April 2019. This recommendation was presented and approved by the Governing Board at the May 15, 2019 meeting. The approved transfer was made as an amendment to the 2018-19 MHSA Plan Update and as such these funds are available for spending in the Fiscal Year 2020-21 budget.

Included in the initial WET plan, was the implementation of two projects/programs (that to date have been continued as a result of transfers) and those projects/programs are described as follows:

1. **Learning and Improvement.** This project supports the development and training of current staff to enable better service to Tri-City's clients. This program provides all staff the opportunity to attend a myriad of trainings covering various topics including clinical best practices, HR related issues, facilities, project management, IT, front office, etc. Other specific trainings include online and live classes and seminars presented by Fred Pryor Seminars and Relias Learning. During the last several years, Tri-City brought to the existing workforce specialized trainings on a variety of topics including trauma treatment, motivational interviewing, co-occurring disorders treatment, leadership development and most recently, training on Adverse Childhood Experiences (ACES). These specific types of training will continue in fiscal 2020-21.

This budget includes costs of approximately \$171 thousand. The main components of the budgeted expenses are salaries and benefits of approximately \$85 thousand for .8 FTEs, \$11 thousand for facility/equipment related costs, \$18 thousand for other services and supplies costs and \$154 thousand in costs relating to training and the development and/or purchase of educational software. These expenditures will continue to support the Learning and Improvement programs noted above by providing training opportunities to staff on leadership and management, purchase and make online training libraries available, and provide specialized trainings on a variety of topics including how-to engage difficult clients and the Trauma Resiliency Model.

2. **Volunteers & Future Employees.** This project focuses on outreach to the community to educate and train a pool of future employees and volunteers for the provision of community health. The WET Supervisor has recruited approximately 237 volunteers during fiscal years 2013-14 through 2018-19, and approximately 20 volunteers in 2019-20 for different programs at Tri-City which included students from the local colleges, public high schools, and private high schools and as well as community members within the three cities. During fiscal 2013-14 the WET Supervisor started the WISH program (Working Independence Skills

Helping) which trains current and former Tri-City clients on skills to prepare them for formal volunteer work both within and outside the Tri-City system of care. The WET Supervisor has participated in various community outreach events to introduce careers in mental health. There are a number of volunteers on a waiting list at Tri-City to be trained and placed within the system of care. In addition to the success of the program, during fiscal 2014-15 Tri-City began publishing the “Vital Volunteer” monthly newsletter that features one volunteer’s story about how volunteering at Tri-City has played a role in their life. This practice has continued through fiscal 2019-20 and expected to continue throughout fiscal 2020-21.

This year’s budget includes costs of approximately \$34 thousand that are expected to cover the costs to continue the WISH program and continued community outreach events. The main components of the budgeted expenses are salaries and benefits of approximately \$28 thousand for 0.3 FTE, and \$4 thousand for community outreach costs. Tri-City continues to pursue partnering with Claremont High School and Pomona Unified School District to be a part of their career day events for high school students (when permitted as a result of COVID-19). Also, Tri-City will do extensive outreach to the High Schools in La Verne to provide presentations on careers in mental health. Tri-City will continue to partner with ULV in their service learning class to provide volunteer opportunities for 15-20 students per semester and as noted above, continue the W.I.S.H program to train individuals with lived experience to prepare for volunteer and work opportunities in field of mental health.

3. **Administrative WET Costs.** These costs include .2 FTE of administrative staff support.

CAPITAL FACILITIES/TECHNOLOGY NEEDS PROJECTS

In May 2013 the Governing Board approved the initial CFTN plan which included Technology Needs projects at a total projected expenditure of approximately \$1.1 million. This plan approved three technology projects to 1) improve the Agency’s infrastructure, 2) create better consumer access to computing resources, and 3) provide systems to monitor programs and provide service outcome support. Implementations of all these projects began in June 2013 and were completed by the end of fiscal 2015-16. In June 2016, \$500 thousand was recommended by stakeholders and approved by the Governing Board to be transferred to the CFTN Plan from the CSS Plan for the purpose of improving and creating a permanent community garden. In May 2019 an additional \$700 thousand was recommended and approved for transfer from the CSS Plan to the CFTN (an amendment to the 2018-19 MHSA Plan) for the purpose of future projects. Although transfers to the CFTN plan had been previously recommended and approved, specific projects had not been presented or approved prior to this budget year. In January 2020, a CFTN Plan with proposed projects, was posted for a 30-day public review and comment period. The plan was subsequently recommended by the Mental Health Commission for Governing Board approval which was approved by the by the Governing Board at the March 2020 Governing Board Meeting. This budget includes the following approved projects:

1. **MHSA Administrative Professional Building.** In March 2015, the CFTN plan was updated and approved by the Governing Board which included a new Capital Facilities project for the purchase (including required improvements) of an office building for MHSA Administrative Professional staff. The purchase of an office building was completed in July of 2015 at which time Tri-City commenced the renovations and improvements. The Capital Facilities plan, after amendments, included a total cost of approximately \$1.7 million for the acquisition and improvements. The renovation of the building was completed during fiscal 2015-16 and was fully occupied in May of 2016. The costs of operating the building (not

including depreciation associated with the building and building improvements) are allocated to the appropriate MHSA programs based on the staff that occupy the building, which include programs such as Community Capacity, Stigma Reduction, Community Mental Health Trainers, Employment Stability, Learning and Improvement, Volunteers and Future Employees, and various other PEI and CSS related programs including Administrative support staff directly working on MHSA programs. As such, the only costs presented in this budget related to this project include only the annual depreciation of approximately \$61 thousand for the building and related improvements.

2. **Electrical Upgrade and Office Remodel at the MHSA Administrative Building.** With the continuing expansion of Agency personnel, it has been determined that additional office space may be created by reconfiguring a large space located at the MHSA Administrative Building. In addition, the electrical panel requires updating so that the building can safely accommodate increased staffing, appliances, emergency generator and a separate air conditioning panel. On January 8, 2020, community stakeholders gathered to review the CFTN projects proposed and the proposal was subsequently posted for a 30-day comment period beginning on January 31, 2020. Additionally, this project was included in the fiscal year 2020-21 MHSA 3-Year Plan which was approved by the Governing board on June 17, 2020. Preliminary estimates for this project totaled \$509 thousand and is set to move forward in fiscal year 2020-21.
3. **Improvements to the Therapeutic Community Garden.** In June 2016 community stakeholders and local Mental Health Commission recommended to Tri-City's Governing Board, who in turn, approved the transfer of \$500,000 from Community Services and Supports (CSS) to Capital Facilities and Technology Needs to enhance the Therapeutic Community Gardening Program. This request was made to establish a permanent garden site consisting of planting beds and construction of an outdoor structure/room designed to accommodate year-round garden activities and support groups. In addition to serving individuals participating in the Therapeutic Community Garden program, this space will be used for the benefit of clients participating in other MHSA programs including Full Service Partnerships and the Peer Mentoring program. On January 8, 2020, community stakeholders gathered to review the CFTN projects proposed and the proposal was subsequently posted for a 30-day comment period beginning on January 31, 2020. Additionally, this project was included in the fiscal year 2020-21 MHSA 3-Year Plan which was approved by the Governing board on June 17, 2020. Preliminary estimates for this project totaled \$462 thousand and is set to move forward in fiscal year 2020-21.

BUDGETED CASH FLOWS

GENERAL COMMENTS

The projected cash flow for MHSA operations include expected inflows of cash from the receipt of MHSA funding received from the State, and Medi-Cal reimbursement. The budget includes Medi-Cal reimbursement for services provided to Medi-Cal eligible clients served in the Full Service Partnership program, and a minimal amount related to the Field Capable Services program.

History of MHSA Cash Flow:

Although the MHSA legislation began implementation in fiscal 2005-06, Tri-City began applying for MHSA funds at the end of fiscal 2008-09 after emergence from bankruptcy. As a result of the late start, funds that had been allocated to Tri-City in fiscal 2006-07, 2007-08 and 2008-09 were available for use when Tri-City filed its initial CSS plan in April 2009. Funds are considered available for spending upon approval of plans and Tri-City's first three-year plan was approved in May 2009 which included the process of requesting funds from the State to fund the plan. This process continued through fiscal 2009-10 whereby funds requested for the next year's operations were actually received in the year requested.

In fiscal 2010-11 the State decided to transfer to the counties (including Tri-City) all MHSA allocations that were not previously requested. Therefore, Tri-City began receiving unrequested and unapproved funds for all MHSA components from the State as a monthly allocation. Beginning in fiscal 2011-12 the State began to transfer MHSA funds based on tax collections. As such the receipt of these funds does not correlate to the funds approved to be expended in the MHSA updates or submission of new plans. The funds received by Tri-City that have not been approved for expenditure are reflected as deferred revenues (deferred inflows of resources). However, the Cash Flow Statements reflect the actual cash receipt of MHSA funds when they are received. As existing MHSA programs and new Plans are approved, the funds received in prior years in addition to funds to be received in fiscal 2020-21 can be used to fund the new approved expenditures in fiscal 2020-21.

As previously mentioned, during fiscal 2016-17 a new program was approved in California's budget by Governor Brown which reduced MHSA funding to all counties, including Tri-City, by 7% for the purpose of funding a new program titled No place Like Home. The 7% reduction in funding was expected to take effect until fiscal 2020-21 and as such this reduction has been reflected in this budget.

As might be expected, COVID-19 has directly impacted MHSA funding. In addition to the State's allowance of extended deadlines for tax return filings, the projected income that funds the Mental Health Services Act (MHSA) is also expected to be impacted due to the economic downturn. Projections obtained from policy analysts and consultants working with the California Behavioral Health Directors Association (CBHDA) indicate that while some increases in MHSA revenue is expected to be experienced in fiscal year 2020-21 it will only be temporary as tax filings that were supposed to be completed in fiscal 2019-20 will be completed in fiscal 2020-21. While CBHDA's projections do not appear to significantly impact Tri-City until fiscal year 2022-23, management of Tri-City will continue to be conservative with respect to budgeting, closely monitor state of its finances and continue to cautiously approach future years, all while ensuring the needs of the community are met and existing programs do not suffer.

CASH FLOWS FROM OPERATING ACTIVITIES

There are three major components to cash flows from operating activities:

1. Cash received from and on behalf of patients includes the following.
 - a. Expected receipts of Medi-Cal FFP for Medi-Cal services performed under the Full Service Partnerships (FSP). This includes FFP reimbursement for Medi-Cal eligible clients, clients that were previously un-funded but now qualify for Medi-Cal under Medi-

Cal Expansion and coverage of undocumented children under the age 19 as previously approved in the Governor's budget.

- b. Expected receipts of Medi-Cal State EPSDT for Medi-Cal services performed under FSP for children and youth under age 21.
 - c. Collection of client rental payments.
2. Cash payments to suppliers and contractors. These amounts include costs of operating all MHSA related programs.
 3. Payments to or on behalf of employees. This amount includes the gross salaries plus benefits.

CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES

MHSA funding is the only component to cash flows from non-capital financing activities. The amount included in the budget reflects the estimated State 2020-21 allocations that were included in the MHSA 2020-21 Annual Update proposed at the June 9, 2020 Public Hearing scheduled to be presented for approval at the June 2020 Governing Board Meeting. These funds are released by the State based on dedicated State tax revenues collected by the State and put into the State's Mental Health Fund. As noted previously, and as a direct result of COVID-19, the projections for MHSA funding have been directly impacted. The current projections include a slight increase to amounts expected to be received in 2020-21 due to the extension of tax filings deadlines in fiscal 2019-20 to fiscal 2020-21. Based on past experience it is projected that slightly more funding will come in during the first, third and fourth quarters of the year. It should also be noted that the amounts projected to be received were based on the projections provided by the California Behavioral Health Directors Association (CBHDA) in May of 2020 and then updated through June 2020.

CASH FLOW FROM CAPITAL AND RELATED FINANCING ACTIVITIES

This section reflects MHSA's projected investments in capital facilities, equipment or general capital purchases for the MHSA programs. The projected purchases include the following:

1. Approximately \$60 thousand has been projected for the replacement and improvement of hardware and software during fiscal 2020-21. This includes continual improvement or scheduled replacement of servers, renewal of software licenses, replacement of aged computers and replacement and improvement of various information technology related equipment.
2. The amount of \$20 thousand is being budgeted for general projected needs of office furniture, office equipment, and other equipment related purchases required for various programs. These costs also include amounts to essentially account for unanticipated purchases as these programs may continue to grow, including FSP, the Wellness Center, the Therapeutic Community Garden and other PEI programs.
3. The amount of \$40 thousand is being budgeted for anticipated improvements and unanticipated emergency repairs to the housing projects currently owned by Tri-City.

4. The amount of \$65 thousand is included in this budget for anticipated improvements to buildings where MHSA staff are located. These improvements include the potential replacement of air conditioning units, improvements to lighting fixtures, and improvements to offices to accommodate new staff, and other miscellaneous improvements that are unanticipated at this time.
5. As indicated earlier in this document, the Capital Facilities and Technology (CFTN) plan included two new projects to be completed in fiscal year 2020-21 which included improvements to the MHSA Administrative Building and improvement to the Therapeutic Community Garden. The total estimated costs for these two projects is \$971 thousand and are included in this Cash Flow Budget.
6. The amount of \$2.8 million has been included in this Cash Flow Budget as it is anticipated that the amounts currently designated for housing will be expended in fiscal year 2020-21 upon final approval of a housing project.

CASH FLOW FROM INVESTING ACTIVITIES

This section reflects MHSA's projected interest income from the cash deposited in the LAIF account and money market and savings accounts. The amount projected is based on the current interest rates.

**TRI-CITY MENTAL HEALTH AUTHORITY
MENTAL HEALTH SERVICES ACT (MHSA) OPERATING BUDGET
FISCAL YEAR 2020-21**

	FY 20-21 QUARTERS				BUDGET FY 2020-21	% to Rev	PROJECTED 2019-20	% to Rev	\$\$ Variance
	1ST QRT	2ND QRT	3RD QRT	4TH QRT					
REVENUE							(see note)		
MEDI-CAL ADULT FFP	772,842	772,842	772,842	772,842	\$ 3,091,368	16.5%	1,813,670	11.0%	\$ 1,277,698
MEDI-CAL CHILDREN FFP	360,872	360,872	360,872	360,872	1,443,488	7.7%	1,693,095	10.3%	(249,607)
MEDI-CAL CHILDREN EPSDT--STATE	264,074	264,074	264,074	264,074	1,056,295	5.6%	806,418	4.9%	249,877
REALIGNMENT	-	-	-	-	-	0.0%	-	0.0%	-
MEDICARE	350	350	350	350	1,400	0.0%	1,400	0.0%	-
PATIENT FEES/INSURANCE	-	-	-	-	-	0.0%	-	0.0%	-
MHSA FUNDING	3,311,542	3,311,542	3,311,542	3,311,542	13,246,166	70.7%	11,994,825	73.0%	1,251,341
CITY SHARE - LA VERNE	-	-	-	-	-	0.0%	-	0.0%	-
CITY SHARE - CLAREMONT	-	-	-	-	-	0.0%	-	0.0%	-
CITY SHARE - POMONA	-	-	-	-	-	0.0%	-	0.0%	-
GRANTS	-	-	-	-	-	0.0%	-	0.0%	-
INTEREST INCOME	83,000	83,000	83,000	83,000	332,000	1.8%	363,285	2.2%	(31,285)
RENTAL AND OTHER INCOME	27,613	27,613	27,613	27,613	110,450	0.6%	110,439	0.7%	11
ESTIMATED M/C DENIALS/DISALLOWANCE	(138,404)	(138,404)	(138,404)	(138,404)	(553,615)	-3.0%	(357,994)	-2.2%	(195,621)
TOTAL REVENUES	4,681,888	4,681,888	4,681,888	4,681,888	18,727,552	100.0%	16,425,138	100.0%	2,302,414
EXPENSES									
SALARY COSTS									
SALARY AND WAGES	2,448,611	2,448,611	2,448,611	2,448,611	9,794,443	52.3%	8,534,716	52.0%	1,259,727
INSURANCE-Health/workers comp/life	401,815	401,815	401,815	401,815	1,607,258	8.6%	1,104,002	6.7%	503,256
RETIREMENT COSTS	300,028	300,028	300,028	300,028	1,200,113	6.4%	1,044,934	6.4%	155,179
PAYROLL TAXES	58,615	58,615	58,615	58,615	234,459	1.3%	162,956	1.0%	71,503
MISC COSTS	56,735	56,735	56,735	56,735	226,939	1.2%	152,376	0.9%	74,563
	3,265,803	3,265,803	3,265,803	3,265,803	13,063,212	69.8%	10,998,984	67.0%	2,064,228
FACILITY COSTS									
STORAGE LEASES	4,463	4,463	4,463	4,463	17,850	0.1%	17,414	0.1%	436
MORTGAGE INTEREST (2008 Garey)	-	-	-	-	-	0.0%	-	0.0%	-
FACILITY RENT	78,106	78,106	78,106	78,106	312,422	1.7%	304,802	1.9%	7,620
INTERCOMPANY FACILITY CHARGES	31,806	31,806	31,806	31,806	127,224	0.7%	124,120	0.8%	3,104
UTILITIES	21,516	21,516	21,516	21,516	86,063	0.5%	83,964	0.5%	2,099
BUILDING REPAIRS AND MAINTENANCE	23,699	23,699	23,699	23,699	94,795	0.5%	92,482	0.6%	2,313
JANITORIAL SERVICES & SUPPLIES	36,875	36,875	36,875	36,875	147,499	0.8%	143,898	0.9%	3,601
WASTE DISPOSAL	3,087	3,087	3,087	3,087	12,347	0.1%	12,046	0.1%	301
	199,550	199,550	199,550	199,550	798,200	4.3%	778,726	4.7%	19,474
EQUIPMENT COSTS									
EQUIPMENT RENTAL/LEASE	20,780	20,780	20,780	20,780	83,120	0.4%	81,092	0.5%	2,028
EQUIP MAINT/REPAIRS	4,736	4,736	4,736	4,736	18,942	0.1%	18,476	0.1%	466
EQUIP/FURNITURE PURCHASES EXPENSED	10,996	10,996	10,996	10,996	43,985	0.2%	42,910	0.3%	1,075
INTERCOMPANY EQUIP/SOFTWARE CHARGES	-	-	-	-	-	0.0%	-	0.0%	-
AUTO EXPENSES	3,991	3,991	3,991	3,991	15,962	0.1%	15,572	0.1%	390
AUTO INSURANCE	8,984	8,984	8,984	8,984	35,937	0.2%	35,060	0.2%	877
CELLULAR/PAGER LEASES	20,206	20,206	20,206	20,206	80,825	0.4%	78,856	0.5%	1,969
	69,693	69,693	69,693	69,693	278,771	1.5%	271,966	1.7%	6,805

**TRI-CITY MENTAL HEALTH AUTHORITY
MENTAL HEALTH SERVICES ACT (MHSA) OPERATING BUDGET
FISCAL YEAR 2020-21**

	FY 20-21 QUARTERS				BUDGET	% to	PROJECTED	% to	\$\$
	1ST QRT	2ND QRT	3RD QRT	4TH QRT	FY 2020-21	Rev	2019-20	Rev	Variance
OTHER SERVICES AND SUPPLIES									
CONFERENCES, SEMINARS & RELATED COSTS	6,401	6,401	6,401	6,401	25,603	0.1%	109,420	0.7%	(83,817)
MILEAGE REIMBURSEMENT	11,263	11,263	11,263	11,263	45,050	0.2%	43,952	0.3%	1,098
PERSONNEL ADS	15,104	15,104	15,104	15,104	60,417	0.3%	58,944	0.4%	1,473
PROFESSIONAL LIABILITY INSURANCE	29,485	29,485	29,485	29,485	117,941	0.6%	95,552	0.6%	22,389
SECURITY EXPENSE	88,539	88,539	88,539	88,539	354,154	1.9%	345,516	2.1%	8,638
DUES & SUBSCRIPTIONS	18,077	18,077	18,077	18,077	72,309	0.4%	70,544	0.4%	1,765
OTHER SUPPLIES	7,795	7,795	7,795	7,795	31,179	0.2%	30,420	0.2%	759
PRINTING	854	854	854	854	3,416	0.0%	3,332	0.0%	84
CLIENT EXPENSES	12,465	12,465	12,465	12,465	49,861	0.3%	19,376	0.1%	30,485
LAB COST	108	108	108	108	432	0.0%	422	0.0%	10
AMBULANCE COSTS	17,305	17,305	17,305	17,305	69,219	0.4%	67,530	0.4%	1,689
OFFICE SUPPLIES	5,471	5,471	5,471	5,471	21,883	0.1%	21,350	0.1%	533
POSTAGE	462	462	462	462	1,848	0.0%	1,802	0.0%	46
RECORD DESTRUCTION	810	810	810	810	3,239	0.0%	3,160	0.0%	79
TELEPHONE EXPENSES	35,535	35,535	35,535	35,535	142,141	0.8%	90,870	0.6%	51,271
COMPUTER SYSTEMS & SOFTWARE	59,566	59,566	59,566	59,566	238,264	1.3%	232,454	1.4%	5,810
DATA PROCESSING/LICENSES	15,716	15,716	15,716	15,716	62,863	0.3%	61,328	0.4%	1,535
IT RELATED EXPENSES-Consulting/Training	25,750	25,750	25,750	25,750	103,000	0.5%	17,652	0.1%	85,348
MISCELLANEOUS	9,595	9,595	9,595	9,595	38,380	0.2%	37,446	0.2%	934
	360,300	360,300	360,300	360,300	1,441,199	7.7%	1,311,070	8.0%	130,129
SPECIFIC COSTS									
PROGRAMS:									
CLIENT SUPPORT COSTS	272,500	272,500	272,500	272,500	1,090,000	5.8%	504,792	3.1%	585,208
UNIQUE MHSA PROGRAM RELATED COSTS	153	153	153	153	611	0.0%	596	0.0%	15
COMMUNITY GRANTS	20,000	20,000	20,000	20,000	80,000	0.4%	82,550	0.5%	(2,550)
WET--LEARNING & OUTREACH	38,600	38,600	38,600	38,600	154,400	0.8%	129,026	0.8%	25,374
PROFESSIONAL SERVICES	36,462	36,462	36,462	36,462	145,849	0.8%	107,742	0.7%	38,107
ADMINISTRATIVE:									
DIRECTORS & OFFICERS INSURANCE	9,767	9,767	9,767	9,767	39,067	0.2%	38,114	0.2%	953
PROFESSIONAL SERVICES	35,885	35,885	35,885	35,885	143,541	0.8%	16,024	0.1%	127,517
ATTORNEY FEES	18,213	18,213	18,213	18,213	72,850	0.4%	63,656	0.4%	9,194
BANK FEES	352	352	352	352	1,408	0.0%	1,372	0.0%	36
AUDIT FEES	5,327	5,327	5,327	5,327	21,306	0.1%	42,612	0.3%	(21,306)
	437,258	437,258	437,258	437,258	1,749,032	9.3%	986,484	6.0%	762,548
DEPRECIATION AND AMORT	89,814	89,814	89,814	89,814	359,257	1.9%	350,492	2.1%	8,765
TOTAL COSTS	4,422,418	4,422,418	4,422,418	4,422,418	17,689,671	94.5%	14,697,722	89.5%	2,991,949
INCOME (LOSS) FROM OPERATIONS	\$ 259,470	\$ 259,470	\$ 259,470	\$ 259,470	\$ 1,037,881	5.5%	\$ 1,727,416	10.5%	\$ (689,535)

NOTE: The fiscal year 2019-20 amounts are UNAUDITED and PRELIMINARY based on six months results through December 31, 2019. Such amounts are subject to further review and audit and are presented herein for comparison purposes only.

**TRI-CITY MENTAL HEALTH AUTHORITY
MHSA CONSOLIDATING BUDGET
FISCAL YEAR 2020-21**

	CSS PROGRAMS	PEI PROGRAMS	INN PROGRAMS	WET PROGRAMS	CFTN PROJECTS	TOTAL
REVENUE						
MEDI-CAL ADULT FFP	\$ 3,091,368	\$ -	\$ -	\$ -	\$ -	\$ 3,091,368
MEDI-CAL CHILDREN FFP	1,443,488	-	-	-	-	1,443,488
MEDI-CAL CHILDREN EPSDT--STATE	1,056,295	-	-	-	-	1,056,295
REALIGNMENT	-	-	-	-	-	-
MEDICARE	1,400	-	-	-	-	1,400
PATIENT FEES/INSURANCE	-	-	-	-	-	-
MHSA FUNDING	10,712,194	2,217,534	316,438	-	-	13,246,166
CITY SHARE - LA VERNE	-	-	-	-	-	-
CITY SHARE - CLAREMONT	-	-	-	-	-	-
CITY SHARE - POMONA	-	-	-	-	-	-
GRANTS	-	-	-	-	-	-
INTEREST INCOME	260,000	35,000	18,000	8,000	11,000	332,000
RENTAL AND OTHER INCOME	110,450	-	-	-	-	110,450
ESTIMATED M/C DENIALS/DISALLOWANCE	(553,615)	-	-	-	-	(553,615)
TOTAL REVENUES	16,121,580	2,252,534	334,438	8,000	11,000	18,727,552
EXPENSES						
SALARY COSTS						
<i>FTE's</i>	<i>117.4</i>	<i>16.5</i>	<i>1.8</i>	<i>1.3</i>	<i>-</i>	<i>137.0</i>
SALARY AND WAGES	8,192,474	1,299,506	174,003	128,460	-	9,794,443
INSURANCE-Health/workers comp/life	1,346,110	212,083	28,103	20,962	-	1,607,258
RETIREMENT COSTS	1,010,870	153,644	20,394	15,205	-	1,200,113
PAYROLL TAXES	196,074	31,163	4,137	3,085	-	234,459
MISC COSTS	189,675	30,282	4,000	2,982	-	226,939
	10,935,203	1,726,678	230,637	170,694	-	13,063,212
FACILITY COSTS						
STORAGE LEASES	16,523	996	146	185	-	17,850
MORTGAGE INTEREST (2008 Garey)	-	-	-	-	-	-
FACILITY RENT	287,546	20,190	2,054	2,632	-	312,422
INTERCOMPANY FACILITY CHARGES	117,523	9,471	168	62	-	127,224
UTILITIES	75,486	9,259	135	1,183	-	86,063
BUILDING REPAIRS AND MAINTENANCE	85,169	8,502	163	961	-	94,795
JANITORIAL SERVICES & SUPPLIES	129,340	15,529	541	2,089	-	147,499
WASTE DISPOSAL	10,230	2,009	12	96	-	12,347
	721,817	65,956	3,219	7,208	-	798,200
EQUIPMENT COSTS						
EQUIPMENT RENTAL/LEASE	71,018	10,252	361	1,489	-	83,120
EQUIP MAINT/REPAIRS	17,016	1,659	55	212	-	18,942
EQUIP/FURNITURE PURCHASES EXPENSED	39,014	4,440	121	410	-	43,985
INTERCOMPANY EQUIP/SOFTWARE CHARGES (INCOME)	-	-	-	-	-	-
AUTO EXPENSES	14,531	1,423	2	6	-	15,962
AUTO INSURANCE	33,348	2,505	37	47	-	35,937
CELLULAR/PAGER LEASES	68,087	10,084	635	2,019	-	80,825
	243,014	30,363	1,211	4,183	-	278,771

**TRI-CITY MENTAL HEALTH AUTHORITY
MHSa CONSOLIDATING BUDGET
FISCAL YEAR 2020-21**

	CSS PROGRAMS	PEI PROGRAMS	INN PROGRAMS	WET PROGRAMS	CFTN PROJECTS	TOTAL
OTHER SERVICES AND SUPPLIES						
CONFERENCES, SEMINARS & RELATED COSTS	21,791	2,424	781	607	-	25,603
MILEAGE REIMBURSEMENT	40,732	4,216	49	53	-	45,050
PERSONNEL ADS	54,489	1,165	506	4,257	-	60,417
PROFESSIONAL LIABILITY INSURANCE	106,785	8,920	326	1,910	-	117,941
SECURITY EXPENSE	276,989	73,635	521	3,009	-	354,154
DUES & SUBSCRIPTIONS	24,962	46,539	273	535	-	72,309
OTHER SUPPLIES	27,321	3,369	104	385	-	31,179
PRINTING	2,669	367	189	191	-	3,416
CLIENT EXPENSES	48,987	874	-	-	-	49,861
LAB COST	432	-	-	-	-	432
AMBULANCE COSTS	69,219	-	-	-	-	69,219
OFFICE SUPPLIES	18,624	2,404	615	240	-	21,883
POSTAGE	1,595	195	25	33	-	1,848
RECORD DESTRUCTION	3,239	-	-	-	-	3,239
TELEPHONE EXPENSES	131,181	9,075	543	1,342	-	142,141
COMPUTER SYSTEMS & SOFTWARE	212,306	23,272	999	1,687	-	238,264
DATA PROCESSING/LICENSES	60,177	2,280	98	308	-	62,863
IT RELATED EXPENSES-Consulting/Training	103,000	-	-	-	-	103,000
MISCELLANEOUS	24,450	12,456	937	537	-	38,380
	1,228,948	191,191	5,966	15,094	-	1,441,199
SPECIFIC COSTS						
PROGRAMS:						
CLIENT SUPPORT COSTS	1,090,000	-	-	-	-	1,090,000
UNIQUE MHSa PROGRAM RELATED COSTS	-	611	-	-	-	611
COMMUNITY GRANTS	-	80,000	-	-	-	80,000
WET--LEARNING & OUTREACH	-	-	-	154,400	-	154,400
PROFESSIONAL SERVICES	29,300	42,700	73,849	-	-	145,849
ADMINISTRATIVE:						
DIRECTORS & OFFICERS INSURANCE	36,131	2,936	-	-	-	39,067
PROFESSIONAL SERVICES	143,541	-	-	-	-	143,541
ATTORNEY FEES	72,850	-	-	-	-	72,850
BANK FEES	1,231	129	25	23	-	1,408
AUDIT FEES	18,110	3,196	-	-	-	21,306
	1,391,163	129,572	73,874	154,423	-	1,749,032
DEPRECIATION AND AMORT						
	292,948	4,419	197	254	61,439	359,257
TOTAL COSTS						
	14,813,093	2,148,179	315,104	351,856	61,439	17,689,671
INCOME (LOSS) FROM OPERATIONS						
	\$ 1,308,487	\$ 104,355	\$ 19,334	\$ (343,856)	\$ (50,439)	\$ 1,037,881

NOTES: CSS=COMMUNITY SERVICES AND SUPPORT PEI=PREVENTION AND EARLY INTERVENTION INN=INNOVATION WET=WORKFORCE EDUCATION AND TRAINING
TEC=TECHNOLOGY (PART OF THE MHSa FUNDS ALLOTTED TO CAPITAL FACILITIES AND TECHNOLOGY)

**TRI-CITY MENTAL HEALTH AUTHORITY
MENTAL HEALTH SERVICES ACT PROGRAMS CASH FLOW BUDGET
FISCAL YEAR 2020-21**

	FY 2020-21 QUARTERS				BUDGET FY 2020-21
	1ST QRT	2ND QRT	3RD QRT	4TH QRT	
CASH FLOWS FROM OPERATING ACTIVITIES					
CASH RECEIVED FROM AND ON BEHALF OF PATIENTS	\$ 2,692,218	\$ 1,006,757	\$ 1,006,757	\$ 1,006,757	\$ 5,712,490
CASH PAYMENTS TO SUPPLIERS AND CONTRACTORS	(1,066,801)	(1,066,801)	(1,066,801)	(1,066,801)	(4,267,202)
PAYMENTS TO OR ON BEHALF OF EMPLOYEES	(3,265,803)	(3,265,803)	(3,265,803)	(3,265,803)	(13,063,212)
NET CASH USED BY OPERATING ACTIVITIES	(1,640,385)	(3,325,846)	(3,325,846)	(3,325,846)	(11,617,924)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES					
MHSA FUNDING	2,828,791	2,263,033	3,394,549	2,828,791	11,315,163
REALIGNMENT	-	-	-	-	-
CONTRIBUTIONS FROM MEMBER CITIES	-	-	-	-	-
OTHER DONATIONS	-	-	-	-	-
NET CASH PROVIDED BY NONCAPITAL FINANCING ACTIVITIES	2,828,791	2,263,033	3,394,549	2,828,791	11,315,163
CASH FLOW FROM CAPITAL AND RELATED FINANCING ACTIVITIES					
PURCHASE OF CAPITAL ASSETS:					
BUILDING AND IMPROVEMENTS	(489,387)	(367,040)	(244,694)	(122,347)	(1,223,468)
LAND	-	-	-	-	-
OFFICE FURNITURE, EQUIPMENT & VEHICLES	(4,000)	(8,000)	(4,000)	(4,000)	(20,000)
IT EQUIPMENT, HARDWARE AND SOFTWARE LICENSES	(30,000)	(15,000)	-	(15,000)	(60,000)
PRINCIPAL PAYMENTS ON CAPITAL DEBT	-	-	-	-	-
OTHER - CSS HOUSING PROJECTS	-	-	(2,800,000)	-	(2,800,000)
INTEREST PAID ON CAPITAL DEBT	-	-	-	-	-
RECEIPT/PAYMENT OF INTERCOMPANY ADVANCES BETWEEN OPERATIONS	(31,806)	(31,806)	(31,806)	(31,806)	(127,224)
NET CASH USED BY CAPITAL AND RELATED FINANCING ACTIVITIES	(555,193)	(421,846)	(3,080,500)	(173,153)	(4,230,692)
CASH FLOW FROM INVESTING ACTIVITIES					
INTEREST RECEIVED	83,000	83,000	83,000	83,000	332,000
OTHER INCOME RECEIVED	27,613	27,613	27,613	27,613	110,450
NET CASH PROVIDED BY INVESTING ACTIVITIES	110,613	110,613	110,613	110,613	442,450
NET CHANGE IN CASH	743,825	(1,374,048)	(2,901,185)	(559,596)	(4,091,003)
CASH BEGINNING BALANCE (Projected)	24,452,325	25,196,150	23,822,102	20,920,917	24,452,325
CASH ENDING BALANCE	\$ 25,196,150	\$ 23,822,102	\$ 20,920,917	\$ 20,361,322	\$ 20,361,322

TRI-CITY MENTAL HEALTH AUTHORITY
COMMUNITY SERVICES AND SUPPORTS (CSS) PROGRAM
OPERATING BUDGET
FISCAL YEAR 2020-21

COMMUNITY SERVICES AND SUPPORTS PLAN

OPERATING BUDGET

GENERAL & HISTORICAL INFORMATION

Over the past twelve years, Tri-City has received approximately \$75.8 million in CSS plan funds, of which approximately \$63.8 have been approved (through the stakeholder process) to be expended through 2019-20. The approved funds have been used to establish Prudent Reserves, fund prior year costs and are expected to cover approximately \$10.7 million of the projected fiscal year 2020-21 operating and capital costs for the CSS programs. In addition, it is expected that additional funds of approximately \$9.4 million relating to the State's 2020-21 allocation will be received throughout the new fiscal year. These funds would be available for use as required based on approval of Tri-City's MHSA Fiscal 2020-21 Annual Update. In accordance with Government Accounting Standards, the unapproved funds will not be reflected as MHSA revenue but will be deferred and recognized as revenue when new plans have been approved and the funds are available for expenditure. The revenue that is deferred (as noted above) will be identified under the caption Deferred Inflows of Resources as MHSA Revenues Restricted for Future Period, on the Statement of Net Position in Tri-City's financial statements.

The current CSS Plan includes six programs:

- Full Service Partnerships (FSP) – Children, TAY, Adult and Older Adult
- Community Navigators
- Wellness Center
- Supplemental Crisis Support
- Field Capable Clinical Services for Older Adults
- Permanent Supportive Housing

REVENUE

1. **MHSA Funding.** MHSA funding represents the amount of funds approved through the MHSA 2020-21 Annual Plan process and available to be expended for CSS programs. As noted above, only the revenue that is approved for expenditures is recognized as revenue. In accordance with Government Accounting Standards, the unapproved funds will not be reflected as MHSA revenue but will be deferred and only recognized as revenue when new plans have been approved and the funds are available for expenditure.
2. **Medi-Cal Adult and Children FFP.** Medi-Cal FFP represents anticipated Federal reimbursement for Medi-Cal eligible costs that will be incurred under the Full Service Partnership (FSP) and Field Capable Clinical Services for Older Adult programs in the CSS plan that are being served by Tri-City staff. The amounts are based on estimated Medi-Cal billings and projected hours of services to be provided by clinical staff. This level of service is measured in units of service which are multiplied by the Agency's projected cost per unit of service.

The CSS 2020-21 budget assumes that enrollment in the FSP program will continue to increase to its full capacity. As noted previously in this budget, as of May 1, 2016, undocumented children under age 19 are eligible to receive full coverage and as such Tri-City anticipates that the number of unfunded clients will continue to slightly decrease. As a result of Medi-Cal Expansion (MCE), it is projected that the non Medi-Cal clients will continue to decrease.

It is expected that a percentage of the clients that are provided services by Tri-City will not qualify for Medi-Cal reimbursement and therefore, 100% of those service costs within these CSS programs will be funded by MHSA funds. This budget assumes that Tri-City will receive Federal Financial Participation funding (FFP) for services provided to clients that do qualify for Medi-Cal. 50% FFP reimbursement is projected for the cost of services provided to children and youth under the age of 21 and adults 21 and over that qualify for Medi-Cal under the original Short-Doyle M/C. As previously noted, as a result of Medi-Cal Expansion (MCE), approximately 90% FFP reimbursement is projected for the cost of services provided to single adults between the age of 18 and 65 that qualify. The budget also assumes that Tri-City will receive approximately 50% of the cost to provide Medi-Cal services to children and youth under the age of 21 years through the State EPSDT program. The remaining unreimbursed Medi-Cal service costs (i.e. local match) will be covered through the MHSA funding as noted above.

In October of 2015 Governor Brown approved Medi-Cal Expansion in the 2015 State Budget which provided for full coverage, as of May 1, 2016, to all low-income children in the state, regardless of their immigration status. These expanded services include mental health treatment.

3. **Interest Income.** Interest income is projected based on expected average cash balances.

OPERATING EXPENSES

1. **Salary Costs.** Salary and Wages of \$8.2 million include \$6.4 million of direct provider/clinical staff salaries and \$1.8 million of administrative salaries. These costs were based on the historical staffing requirements of each program as determined by the Clinical Director and Program Managers. The costs include vacancies for approximately 9 FTE FSP positions which have been projected to be required in continuing to accommodate the FSP clients as well as the continued increase in clients resulting from expanded Medi-Cal eligibility. Tri-City is also projecting that there will be a greater need for services as a direct result of COVID-19. The projected staffing is as follows:
 - a. Full Service Partnerships
 - (1) Children – 10.9 Full Time Equivalentents (FTEs)
 - (2) TAY – 17.6 FTEs
 - (3) Adult – 32.6 FTEs
 - (4) Older Adult – 4.3 FTEs
 - b. Community Navigators – 6.0 FTEs

- c. Wellness Center – 15.0 FTEs
- d. Supplemental Crisis Support – 7.0 FTEs
- e. Field Capable Clinical Services for Older Adults – 1.0 FTEs
- f. Permanent Supportive Housing Program – 2.6 FTEs
- g. Administration CSS – 20.4 FTE's, includes direct CSS Administration costs which include allocated time of the MHSA Manager and MHSA Director, as well as allocated time of data collection and quality control personnel, and billing and accounting personnel. In addition, Tri-City's Executive and Senior Management team and administrative staff who serve the entire Agency, are anticipated to spend approximately 67% of their time on MHSA programs, including CSS programs. This budget includes a total of 32.0 FTEs of allocated time for these staff.

All other salary costs, including insurance, retirement, and payroll taxes are based on the historical cost as a relationship to base salary and wages.

- 2. **Facility Costs.** Facility costs represent the costs of maintaining space to house the current staff and any projected new staffing. The major portion of costs represents outside rental charges (leasing of office space), and intercompany facility charges that represent the allocation of costs to own and operate the administrative building located at 2001 N. Garey Ave. in Pomona and the clinic at 2008 N. Garey in Pomona. These costs also include charges based on a competitive rental rate per square foot and are allocated by square foot required for each program. The costs are either reflected on the specific line item or are allocated to programs through the intercompany facility charge. Facility costs also include utilities, building repairs and maintenance costs and were projected based on historical costs per square foot and expected space required for each program.

The costs for storage leases include the rental of space for archiving documents that are legally required to be retained, and are primarily fixed costs with minor increases to rates. Storage costs that do fluctuate are associated with the storage of medical and financial records and will fluctuate based on usage/access of these documents as needed throughout the year.

- 3. **Equipment Costs.** This amount reflects the anticipated costs for equipment needs for each program.
- 4. **Other Service and Supply Costs.** Other service and supply costs are projected based on Tri-City's historical percentage relationship of costs incurred and/or as a percentage of salary costs. In addition, certain projected costs include non-recurring costs for training. The major costs included in this category are as follows:
 - a. Conference, Seminar & Related Costs. These costs represent anticipated supplemental training of FSP and Wellness Center personnel, as well as the requirement of the MHSA administrative staff attending MHSA conferences and seminars. As might be anticipated, most trainings will be conducted online during fiscal year 2020-21.

Community Services and Supports Plan
Operating Budget For The Fiscal Year 2020-21
Assumptions

- b. Transportation and Mileage Costs. These costs include the anticipated costs to be incurred by the Community Navigators and FSP personnel, since these positions require going out to the client to provide the required services. Transportation and mileage costs also include transportation costs associated with conferences, seminars and trainings. As might be anticipated, most trainings will be conducted online during fiscal year 2020-21.
 - c. Professional Liability Costs. These costs represent the anticipated cost of professional liability insurance for clinical and support staff and are based on Tri-City's historical cost as it relates to salary costs.
 - d. Security Expense. These costs represent the cost of contracting on-site security guards during business hours at various Tri-City locations. The costs are then proportionately allocated to each of the programs by location and staff.
 - e. Office Supplies, Other Supplies and Telephone Costs. These costs are projected based on Tri-City's historical percentage relationship of costs as a percent of salary cost. In addition, other supply costs include program supplies anticipated to be required for the Wellness Center.
 - f. Data Processing/Licenses, Computer Systems. The data processing costs relate to the expected monthly charges to be allocated for Medi-Cal billing and statistical data reporting. The computer systems/IT related expenses represent the cost of upgrading hardware and connectivity. This includes the professional fees that may be paid to IT specialists.
5. **Specific Costs.** These costs are specific to certain programs and administrative expenditures.
- a. Client Support Costs. These are generally costs that do not qualify as mental health expenditures for Medi-Cal reimbursement but are necessary to assist a client in achieving their goals. These costs are primarily for housing, however generally include food, clothing, and education/employment training, and are called FLEX funds under the Full Service Partnership program. The FLEX funds are based on past experience, the current and projected need for the upcoming year and the number of Medi-Cal FSP clients receiving direct services.
 - b. Professional Services. These costs include consulting and professional services related to the comprehensive compensation study scheduled to be completed during fiscal 2020-21 in addition to continued consulting fees associated with the current Interim Chief Information Officer both of which were approved by the Governing Board during fiscal 2019-20. Other professional fees would include services provided to the Wellness Center by NAMI, recruitment fees, personnel related consultants, and other general consulting and media costs. The budgeted professional service costs also allows for unexpected services to be required.
 - c. Attorney Fees. These costs included in the CSS administrative budget represent general legal fees expected in conjunction with the day-to-day program operations including contracting and human resources. The amount projected for 2020-21, is in line

Community Services and Supports Plan
Operating Budget For The Fiscal Year 2020-21
Assumptions

with prior years' budgeted amounts for legal fees and considered prudent to allow for unexpected matters to arise.

- d. Directors & Officers Insurance and Audit Fees. These are costs allocated to the CSS program.

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**TRI-CITY MENTAL HEALTH AUTHORITY
MHSA--CSS OPERATING BUDGET
FISCAL YEAR 2020-21**

	FY 20-21 QUARTERS				BUDGET	% to
	1ST QRT	2ND QRT	3RD QRT	4TH QRT	FY 2020-21	
REVENUE						
MEDI-CAL ADULT FFP	\$ 772,842	\$ 772,842	\$ 772,842	\$ 772,842	\$ 3,091,368	19.2%
MEDI-CAL CHILDREN FFP	360,872	360,872	360,872	360,872	1,443,488	9.0%
MEDI-CAL CHILDREN EPSDT--STATE	264,074	264,074	264,074	264,074	1,056,295	6.6%
REALIGNMENT	-	-	-	-	-	0.0%
MEDICARE	350	350	350	350	1,400	0.0%
PATIENT FEES/INSURANCE	-	-	-	-	-	0.0%
MHSA FUNDING	2,678,049	2,678,049	2,678,049	2,678,049	10,712,194	66.4%
CITY SHARE - LA VERNE	-	-	-	-	-	0.0%
CITY SHARE - CLAREMONT	-	-	-	-	-	0.0%
CITY SHARE - POMONA	-	-	-	-	-	0.0%
GRANTS	-	-	-	-	-	0.0%
INTEREST INCOME	65,000	65,000	65,000	65,000	260,000	1.6%
RENTAL AND OTHER INCOME	27,613	27,613	27,613	27,613	110,450	0.7%
ESTIMATED M/C DENIALS/DISALLOWANCE	(138,404)	(138,404)	(138,404)	(138,404)	(553,615)	-3.4%
TOTAL REVENUES	4,030,395	4,030,395	4,030,395	4,030,395	16,121,580	100.0%
EXPENSES						
SALARY COSTS						
SALARY AND WAGES	2,048,119	2,048,119	2,048,119	2,048,119	8,192,474	50.8%
INSURANCE-Health/workers comp/life	336,528	336,528	336,528	336,528	1,346,110	8.3%
RETIREMENT COSTS	252,718	252,718	252,718	252,718	1,010,870	6.3%
PAYROLL TAXES	49,019	49,019	49,019	49,019	196,074	1.2%
MISC COSTS	47,419	47,419	47,419	47,419	189,675	1.2%
	2,733,801	2,733,801	2,733,801	2,733,801	10,935,203	67.8%
FACILITY COSTS						
STORAGE LEASES	4,131	4,131	4,131	4,131	16,523	0.1%
MORTGAGE INTEREST (2008 Garey)	-	-	-	-	-	0.0%
FACILITY RENT	71,887	71,887	71,887	71,887	287,546	1.8%
INTERCOMPANY FACILITY CHARGES	29,381	29,381	29,381	29,381	117,523	0.7%
UTILITIES	18,872	18,872	18,872	18,872	75,486	0.5%
BUILDING REPAIRS AND MAINTENANCE	21,292	21,292	21,292	21,292	85,169	0.5%
JANITORIAL SERVICES & SUPPLIES	32,335	32,335	32,335	32,335	129,340	0.8%
WASTE DISPOSAL	2,558	2,558	2,558	2,558	10,230	0.1%
	180,454	180,454	180,454	180,454	721,817	4.5%
EQUIPMENT COSTS						
EQUIPMENT RENTAL/LEASE	17,755	17,755	17,755	17,755	71,018	0.4%
EQUIP MAINT/REPAIRS	4,254	4,254	4,254	4,254	17,016	0.1%
EQUIP/FURNITURE PURCHASES EXPENSED	9,754	9,754	9,754	9,754	39,014	0.2%
INTERCOMPANY EQUIP/SOFTWARE CHARGES (INCOME)	-	-	-	-	-	0.0%
AUTO EXPENSES	3,633	3,633	3,633	3,633	14,531	0.1%
AUTO INSURANCE	8,337	8,337	8,337	8,337	33,348	0.2%
CELLULAR/PAGER LEASES	17,022	17,022	17,022	17,022	68,087	0.4%
	60,754	60,754	60,754	60,754	243,014	1.5%

**TRI-CITY MENTAL HEALTH AUTHORITY
MHA--CSS OPERATING BUDGET
FISCAL YEAR 2020-21**

	FY 20-21 QUARTERS				BUDGET	% to
	1ST QRT	2ND QRT	3RD QRT	4TH QRT	FY 2020-21	
OTHER SERVICES AND SUPPLIES						
CONFERENCES, SEMINARS & RELATED COSTS	5,448	5,448	5,448	5,448	21,791	0.1%
MILEAGE REIMBURSEMENT	10,183	10,183	10,183	10,183	40,732	0.3%
PERSONNEL ADS	13,622	13,622	13,622	13,622	54,489	0.3%
PROFESSIONAL LIABILITY INSURANCE	26,696	26,696	26,696	26,696	106,785	0.7%
SECURITY EXPENSE	69,247	69,247	69,247	69,247	276,989	1.7%
DUES & SUBSCRIPTIONS	6,241	6,241	6,241	6,241	24,962	0.2%
OTHER SUPPLIES	6,830	6,830	6,830	6,830	27,321	0.2%
PRINTING	667	667	667	667	2,669	0.0%
CLIENT EXPENSES	12,247	12,247	12,247	12,247	48,987	0.3%
LAB COST	108	108	108	108	432	0.0%
AMBULANCE COSTS	17,305	17,305	17,305	17,305	69,219	0.4%
OFFICE SUPPLIES	4,656	4,656	4,656	4,656	18,624	0.1%
POSTAGE	399	399	399	399	1,595	0.0%
RECORD DESTRUCTION	810	810	810	810	3,239	0.0%
TELEPHONE EXPENSES	32,795	32,795	32,795	32,795	131,181	0.8%
COMPUTER SYSTEMS CONNECTIONS	53,077	53,077	53,077	53,077	212,306	1.3%
DATA PROCESSING/LICENSES	15,044	15,044	15,044	15,044	60,177	0.4%
IT RELATED EXPENSES-Consulting/Training	25,750	25,750	25,750	25,750	103,000	0.6%
MISCELLANEOUS (OPERATING RESERVE)	6,113	6,113	6,113	6,113	24,450	0.2%
	307,237	307,237	307,237	307,237	1,228,948	7.6%
SPECIFIC COSTS						
PROGRAMS:						
CLIENT SUPPORT COSTS	272,500	272,500	272,500	272,500	1,090,000	6.8%
UNIQUE MHA PROGRAM RELATED COSTS	-	-	-	-	-	0.0%
COMMUNITY GRANTS	-	-	-	-	-	0.0%
WET--LEARNING & OUTREACH	-	-	-	-	-	0.0%
PROFESSIONAL SERVICES	7,325	7,325	7,325	7,325	29,300	0.2%
ADMINISTRATIVE:						
DIRECTORS & OFFICERS INSURANCE	9,033	9,033	9,033	9,033	36,131	0.2%
PROFESSIONAL SERVICES	35,885	35,885	35,885	35,885	143,541	0.9%
ATTORNEY FEES	18,213	18,213	18,213	18,213	72,850	0.5%
BANK FEES	308	308	308	308	1,231	0.0%
AUDIT FEES	4,528	4,528	4,528	4,528	18,110	0.1%
	347,791	347,791	347,791	347,791	1,391,163	8.6%
DEPRECIATION AND AMORT	73,237	73,237	73,237	73,237	292,948	1.8%
TOTAL COSTS	3,703,273	3,703,273	3,703,273	3,703,273	14,813,093	91.9%
INCOME (LOSS) FROM OPERATIONS	\$ 327,122	\$ 327,122	\$ 327,122	\$ 327,122	\$ 1,308,487	8.1%

**TRI-CITY MENTAL HEALTH AUTHORITY
MHSA-COMMUNITY SERVICES AND SUPPORT (CSS) OPERATING BUDGET BY PROGRAM
FISCAL YEAR 2020-21**

	CHILD FSP	TAY FSP	ADULT FSP	OLDER ADULT-FSP	NAVI-GATORS	WELLNESS CENTER	SUPP CRISIS SUPPORT	FIELD CAPABLE-- OLDER AD	CSS HOUSING	CSS ADMIN	TOTAL
REVENUE											
MEDI-CAL ADULT FFP	\$ -	\$ -	\$ 2,730,094	\$ 331,274	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 3,091,368
MEDI-CAL CHILDREN FFP	528,583	914,905	-	-	-	-	-	-	-	-	1,443,488
MEDI-CAL-STATE	528,583	472,712	50,000	5,000	-	-	-	-	-	-	1,056,295
REALIGNMENT	-	-	-	-	-	-	-	-	-	-	-
MEDICARE	-	-	800	100	-	-	-	500	-	-	1,400
PATIENT FEES/INSURANCE	-	-	-	-	-	-	-	-	-	-	-
MHSA FUNDING	754,842	1,258,429	2,681,050	401,260	472,562	1,322,434	740,196	106,651	330,825	2,643,945	10,712,194
GRANTS	-	-	-	-	-	-	-	-	-	-	-
INTEREST INCOME	-	-	-	-	-	-	-	-	-	260,000	260,000
RENTAL AND OTHER INCOME	100	150	200	-	0	-	-	-	110,000	-	110,450
ESTIMATED M/C DENIALS/DISALLOWANCE	(105,716)	(138,762)	(273,009)	(33,128)	-	-	-	(3,000)	-	-	(553,615)
TOTAL REVENUES	1,706,392	2,507,434	5,189,135	704,506	472,562	1,322,434	740,196	134,151	440,825	2,903,945	16,121,580
EXPENSES											
SALARY COSTS <i>FTE's</i>	<i>10.9</i>	<i>17.6</i>	<i>32.6</i>	<i>4.3</i>	<i>6.0</i>	<i>15.0</i>	<i>7.0</i>	<i>1.0</i>	<i>2.6</i>	<i>20.4</i>	<i>117.4</i>
SALARY AND WAGES	783,538	1,248,453	2,373,719	310,190	304,247	746,389	446,029	64,242	148,586	1,767,081	8,192,474
INSURANCE-Health/workers comp/life	129,802	206,731	380,752	49,736	49,894	126,297	76,816	10,575	25,759	289,748	1,346,110
RETIREMENT COSTS	101,345	161,462	300,031	39,120	35,331	89,370	52,872	7,647	17,851	205,841	1,010,870
PAYROLL TAXES	18,939	30,187	56,614	7,400	7,166	18,125	10,723	1,551	3,621	41,748	196,074
MISC COSTS	18,322	29,200	54,766	7,158	6,932	17,534	10,374	1,501	3,503	40,385	189,675
	1,051,946	1,676,033	3,165,882	413,604	403,570	997,715	596,814	85,516	199,320	2,344,803	10,935,203
FACILITY COSTS											
STORAGE LEASES	1,978	3,057	3,596	359	-	98	-	-	-	7,435	16,523
MORTGAGE INTEREST (2008 Garey)	-	-	-	-	-	-	-	-	-	-	-
FACILITY RENT	58,577	110,848	13,600	-	-	-	-	-	-	104,521	287,546
INTERCOMPANY FACILITY CHARGES	-	-	75,798	10,104	-	-	21,174	3,016	-	-	117,523
UTILITIES	-	-	15,785	2,103	5,877	33,444	4,410	627	5,702	7,538	75,486
BUILDING REPAIRS AND MAINTENANCE	5,886	9,451	9,391	1,140	3,879	21,908	2,442	340	22,387	8,345	85,169
JANITORIAL SERVICES & SUPPLIES	11,015	20,190	17,565	2,054	8,352	31,728	4,311	613	5,521	27,991	129,340
WASTE DISPOSAL	-	-	1,792	121	492	3,848	254	37	3,094	592	10,230
	77,456	143,546	137,527	15,881	18,600	91,026	32,591	4,633	36,704	163,853	721,817
EQUIPMENT COSTS											
EQUIPMENT RENTAL/LEASE	3,671	7,117	17,372	2,197	6,314	8,296	4,607	656	4,203	16,585	71,018
EQUIP MAINT/REPAIRS	1,640	2,575	3,592	472	861	3,075	1,007	144	431	3,219	17,016
EQUIP/FURNITURE PURCHASES EXPENSED	6,070	9,603	6,784	958	947	1,261	576	3,255	1,167	8,393	39,014
AUTO EXPENSES	4,389	775	3,210	-	-	2,073	1,632	1,023	1,242	187	14,531
AUTO INSURANCE	4,227	1,802	9,172	-	-	9,906	2,425	1,802	2,171	1,843	33,348
CELLULAR/PAGER LEASES	8,095	11,152	15,533	2,839	4,258	5,428	3,995	670	3,846	12,271	68,087
	28,092	33,024	55,663	6,466	12,380	30,039	14,242	7,550	13,060	42,498	243,014

**TRI-CITY MENTAL HEALTH AUTHORITY
MHSA-COMMUNITY SERVICES AND SUPPORT (CSS) OPERATING BUDGET BY PROGRAM
FISCAL YEAR 2020-21**

	CHILD FSP	TAY FSP	ADULT FSP	OLDER ADULT-FSP	NAVI-GATORS	WELLNESS CENTER	SUPP CRISIS SUPPORT	FIELD CAPABLE-- OLDER AD	CSS HOUSING	CSS ADMIN	TOTAL
OTHER SERVICES AND SUPPLIES											
CONFERENCES, SEMINARS & RELATED COSTS	2,709	3,897	2,772	2,532	47	1,212	1,668	41	133	6,780	21,791
MILEAGE REIMBURSEMENT	5,504	7,173	9,291	1,259	2,800	1,771	8,186	2,103	1,089	1,556	40,732
PERSONNEL ADS	2,761	2,589	41,494	5,039	937	605	-	283	0	781	54,489
PROFESSIONAL LIABILITY INSURANCE	8,362	13,257	18,432	2,409	4,770	13,987	5,146	734	3,095	36,593	106,785
SECURITY EXPENSE	9,498	16,517	84,671	11,146	13,852	60,383	23,358	3,327	27,540	26,697	276,989
DUES & SUBSCRIPTIONS	308	539	383	318	-	-	21	2	0	23,391	24,962
OTHER SUPPLIES	4,528	3,686	4,461	1,564	755	4,338	1,158	109	791	5,931	27,321
PRINTING	160	279	873	-	722	426	133	-	-	76	2,669
CLIENT EXPENSES	320	328	4,311	584	-	82	3,087	-	40,275	-	48,987
LAB COST	-	-	-	-	-	-	252	180	-	-	432
AMBULANCE COSTS	1,691	10,896	23,350	810	-	-	32,472	-	-	-	69,219
OFFICE SUPPLIES	1,005	1,626	4,237	1,043	1,521	1,966	996	92	525	5,613	18,624
POSTAGE	-	-	-	-	-	-	-	-	-	1,595	1,595
RECORD DESTRUCTION	713	1,101	1,296	129	-	-	-	-	0	-	3,239
TELEPHONE EXPENSES	4,320	7,529	11,425	1,417	3,739	18,983	2,968	537	2,493	77,770	131,181
COMPUTER SYSTEMS CONNECTIONS	12,376	20,330	36,912	4,993	9,652	44,374	7,923	1,064	4,555.00	70,127	212,306
DATA PROCESSING/LICENSES	10,553	16,367	20,029	2,157	1,189	3,272	1,392	199	595	4,424	60,177
IT RELATED EXPENSES-Consulting/Training	-	-	-	-	-	-	-	-	-	103,000	103,000
MISCELLANEOUS (OPERATING RESERVE)	125	66	12	12	92	2,373	-	-	217	21,553	24,450
	64,933	106,180	263,949	35,412	40,076	153,772	88,760	8,671	81,308	385,887	1,228,948
SPECIFIC COSTS											
PROGRAMS:											
CLIENT SUPPORT COSTS	100,000	70,000	700,000	130,000	-	-	-	-	90,000	-	1,090,000
UNIQUE MHSA PROGRAM RELATED COSTS	-	-	-	-	-	-	-	-	-	-	-
COMMUNITY GRANTS	-	-	-	-	-	-	-	-	-	-	-
WET--LEARNING & OUTREACH	-	-	-	-	-	-	-	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-	-	14,300	-	-	15,000	-	29,300
ADMINISTRATIVE:											
DIRECTORS & OFFICERS INSURANCE	-	-	-	-	-	-	-	-	-	36,131	36,131
PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-	143,541	143,541
ATTORNEY FEES	-	-	-	-	-	-	-	-	-	72,850	72,850
BANK FEES	-	-	-	-	-	-	-	-	222	1,009	1,231
AUDIT FEES	-	-	-	-	-	-	-	-	-	18,110	18,110
	100,000	70,000	700,000	130,000	-	14,300	-	-	105,222	271,641	1,391,163
DEPRECIATION AND AMORT	6,452	1,083	25,613	7,193	0	180,011	6,456	1,808	53,171	11,161	292,948
TOTAL COSTS	1,328,879	2,029,866	4,348,634	608,556	474,626	1,466,863	738,863	108,178	488,785	3,219,843	14,813,093
INCOME (LOSS) FROM OPERATIONS	\$ 377,513	\$ 477,568	\$ 840,501	\$ 95,950	\$ (2,064)	\$ (144,429)	\$ 1,333	\$ 25,973	\$ (47,960)	\$ (315,898)	\$ 1,308,487

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TRI-CITY MENTAL HEALTH AUTHORITY
PREVENTION AND EARLY INTERVENTION (PEI) PROGRAM
OPERATING BUDGET
FISCAL YEAR 2020-21

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PREVENTION AND EARLY INTERVENTION PLAN

OPERATING BUDGET

GENERAL & HISTORICAL INFORMATION

Over the past approximate twelve years (including Fiscal 2019-20), Tri-City has received approximately \$20.7 million in PEI plan funds of which approximately \$19.7 million have been approved to use through 2019-20. These funds have been used to fund prudent reserves of approximately \$835 thousand and prior years' program costs, and it is estimated that it will be used to cover approximately \$1.5 million of the projected fiscal year 2020-21 operating and capital costs for the PEI programs. In addition, it is expected that additional funds of approximately \$2.3 million relating to the State's 2020-21 allocation will be received throughout the new fiscal year. A portion of the funds will be used for the approved 2020-21 expenditures and the remaining funds, will be available for use when the subsequent MHSA Fiscal 2021-22 Annual Update or interim update is submitted and approved by the Governing Board. In accordance with Government Accounting Standards, the unapproved funds will not be reflected as MHSA revenue but will be deferred and only recognized as revenue when new plans have been approved and the funds are available for expenditure. The revenue that is deferred will be identified under the caption of Deferred Inflows of Resources as MHSA Revenues Restricted for Future Period, on the Statement of Net Position in Tri-City's Financial Statements.

The current PEI Plan includes eight programs:

- Community Capacity Building (Community Wellbeing, Stigma Reduction and Suicide Prevention and Community Mental Health Training)
- Older Adult Wellbeing (Peer Mentor)
- Transition Age Youth (TAY) Wellbeing (Peer Mentor)
- Family Wellbeing
- NAMI Community Capacity Building Program (Ending the Silence)
- Housing Stability Program
- Therapeutic Community Gardening
- Early Psychosis

REVENUE

1. **MHSA Funding.** MHSA funding represents the amount of funds approved through the MHSA 2020-21 Annual Update and available to be expended for PEI programs. As noted above, only the revenue that is approved for expenditures is recognized as revenue. In accordance with Government Accounting Standards, the unapproved funds will not be reflected as MHSA revenue but will be deferred and only recognized as revenue when new plans have been approved and the funds are available for expenditure.
2. **Interest Income.** Interest income is projected based on expected average cash balances.

OPERATING EXPENSES

1. **Salary Costs.** Salary and Wages of \$1.3 million include \$951 thousand of direct provider/clinical staff salaries and \$349 thousand of administrative salaries. The costs were based on the historical staffing requirements of each program as determined by the MHSA Director and PEI Coordinator. In addition, salaries and benefits for Tri-City's Executive and Senior Management team and administrative staff who serve the entire Agency, have been allocated to PEI programs, based on a methodology that reflects the staffing proportions of the Agency. The projected staffing is as follows:
 - a. Community Capacity Building – 3.9 FTEs
 - b. Older Adult and TAY-Adult Wellbeing programs – 2.6 FTE (1.3 FTE each)
 - c. Family Wellbeing – 1.0 FTE
 - d. NAMI -- 0 FTE
 - e. Housing Stability – 1.8 FTE
 - f. Therapeutic Community Gardening – 2.9 FTE
 - g. Early Psychosis – 1.2 FTE which includes one full-time Psychologist
 - h. Administration-PEI – 3.1 FTE

All other salary costs, including insurance, retirement, and payroll taxes are based on the historical cost as a relationship to base salary and wages.

2. **Facility Costs.** Facility costs represent the costs of maintaining space to house staffing and include rent, intercompany facility charges, utilities, and maintenance costs. These costs were projected based on historical costs per square foot and expected space required for each program.
3. **Equipment Costs.** This amount reflects the anticipated equipment costs including computers, cellular phones and other equipment and related fees and rental expenses required for each program.
4. **Other Service and Supply Costs.** Other service and supply costs are projected based on Tri-City's historical percentage relationship of costs incurred and allocated as a percentage to salary costs. In addition, amounts have been projected for seminars and training costs. The major costs included in this category are as follows:
 - a. Conference, Seminar & Related Costs. These costs represent anticipated conferences/training of personnel in the Community Capacity Building project, as well as personnel in the Wellbeing programs. In addition, MHSA administrative staff will also be attending MHSA conferences and seminars. As might be anticipated, most trainings will be conducted online during fiscal year 2020-21.

Prevention and Early Intervention Plan
Operating Budget For The Fiscal Year 2020-21
Assumptions

- b. Transportation and Mileage Costs. These costs include the anticipated costs to be incurred by the PEI program staff and PEI administrative personnel, since these positions require going out to the community to provide the required services.
 - c. Professional Liability Costs. These costs represent the anticipated cost of professional liability insurance for staff and are based and on Tri-City's historical cost and allocated as it relates to salary costs.
 - d. Security Expense. These costs represent the cost of contracting on-site security guards during business hours at various Tri-City locations including the Clinics. The costs are then proportionately allocated to each of the programs by location and staff.
 - e. Dues and Subscriptions. These costs include dues for industry associations, dues and renewals for professional licenses and dues for computer program support.
 - f. Office Supplies, Other Supplies and Telephone Costs. These costs are projected based on Tri-City's historical percentage relationship of costs and allocated as a percent of salary cost.
 - g. Computer Systems Connections. The computer systems/IT related expenses represent the estimated cost specifically associated with the projected computer systems that will be required to operate programs.
 - h. Miscellaneous Costs. This amount is projected for use on operating categories that may be in excess of the original budgeted amount and estimated based on past experience.
5. **Specific Costs.** This includes amounts identified as specific program expenses and administrative costs.
- a. Unique MHSA Program Related Costs. These expenditures include the projected costs to train physicians through physician outreach community awareness programs as well as community cultural competence trainings. Other costs include funds to provide for manuals for trainings provided to the community on Mental Health.
 - b. Community Grants. This is the expected award of community grants in fiscal 2020-21 as established through the Community Capacity Building programs.
 - c. Professional Services. These costs include contract fees and stipends for the NAMI program for the Ending the Silence Program (formerly Parents and Teachers as Allies program), and other general professional fees that may be required during the year such as potential project management or consulting fees for miscellaneous projects. These costs generally vary from year to year and amounts budgeted are in line with prior years' budgeted amounts and allows for unexpected services to be required.
 - d. Directors & Officers Insurance and Audit Fees. These are the costs allocated to the PEI program as a percentage of salary costs.

**TRI-CITY MENTAL HEALTH AUTHORITY
MHSA-PEI OPERATING BUDGET
FISCAL YEAR 2020-21**

	FY 20-21 QUARTERS				Budget FY 20-21	% to Rev
	1ST QRT	2ND QRT	3RD QRT	4TH QRT		
REVENUE						
MEDI-CAL ADULT FFP	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
MEDI-CAL CHILDREN FFP	-	-	-	-	-	0.0%
MEDI-CAL CHILDREN EPSDT--STATE	-	-	-	-	-	0.0%
REALIGNMENT	-	-	-	-	-	0.0%
MEDICARE	-	-	-	-	-	0.0%
PATIENT FEES/INSURANCE	-	-	-	-	-	0.0%
MHSA FUNDING	554,384	554,384	554,384	554,384	2,217,534	98.4%
GRANTS	-	-	-	-	-	0.0%
INTEREST INCOME	8,750	8,750	8,750	8,750	35,000	1.6%
RENTAL AND OTHER INCOME	-	-	-	-	-	0.0%
ESTIMATED M/C DENIALS/DISALLOWANCE	-	-	-	-	-	0.0%
TOTAL REVENUES	563,134	563,134	563,134	563,134	2,252,534	100.0%
EXPENSES						
SALARY COSTS						
SALARY AND WAGES	324,877	324,877	324,877	324,877	1,299,506	57.7%
INSURANCE-Health/workers comp/life	53,021	53,021	53,021	53,021	212,083	9.4%
RETIREMENT COSTS	38,411	38,411	38,411	38,411	153,644	6.8%
PAYROLL TAXES	7,791	7,791	7,791	7,791	31,163	1.4%
MISC COSTS	7,571	7,571	7,571	7,571	30,282	1.3%
	431,670	431,670	431,670	431,670	1,726,678	76.7%
FACILITY COSTS						
STORAGE LEASES	249	249	249	249	996	0.0%
MORTGAGE INTEREST (2008 Garey)	-	-	-	-	-	0.0%
FACILITY RENT	5,048	5,048	5,048	5,048	20,190	0.9%
INTERCOMPANY FACILITY CHARGES	2,368	2,368	2,368	2,368	9,471	0.4%
UTILITIES	2,315	2,315	2,315	2,315	9,259	0.4%
BUILDING REPAIRS AND MAINTENANCE	2,126	2,126	2,126	2,126	8,502	0.4%
JANITORIAL SERVICES & SUPPLIES	3,882	3,882	3,882	3,882	15,529	0.7%
WASTE DISPOSAL	502	502	502	502	2,009	0.1%
	16,489	16,489	16,489	16,489	65,956	2.9%
EQUIPMENT COSTS						
EQUIPMENT RENTAL/LEASE	2,563	2,563	2,563	2,563	10,252	0.5%
EQUIP MAINT/REPAIRS	415	415	415	415	1,659	0.1%
EQUIP/FURNITURE PURCHASES EXPENSED	1,110	1,110	1,110	1,110	4,440	0.2%
AUTO EXPENSES	356	356	356	356	1,423	0.1%
AUTO INSURANCE	626	626	626	626	2,505	0.1%
CELLULAR/PAGER LEASES	2,521	2,521	2,521	2,521	10,084	0.4%
	7,591	7,591	7,591	7,591	30,363	1.3%

**TRI-CITY MENTAL HEALTH AUTHORITY
MHSA-PEI OPERATING BUDGET
FISCAL YEAR 2020-21**

	FY 20-21 QUARTERS				Budget FY 20-21	% to Rev
	1ST QRT	2ND QRT	3RD QRT	4TH QRT		
OTHER SERVICES AND SUPPLIES						
CONFERENCES, SEMINARS & RELATED COSTS	606	606	606	606	2,424	0.1%
MILEAGE REIMBURSEMENT	1,054	1,054	1,054	1,054	4,216	0.2%
PERSONNEL ADS	291	291	291	291	1,165	0.1%
PROFESSIONAL LIABILITY INSURANCE	2,230	2,230	2,230	2,230	8,920	0.4%
SECURITY EXPENSE	18,409	18,409	18,409	18,409	73,635	3.3%
DUES & SUBSCRIPTIONS	11,635	11,635	11,635	11,635	46,539	2.1%
OTHER SUPPLIES	842	842	842	842	3,369	0.1%
PRINTING	92	92	92	92	367	0.0%
CLIENT EXPENSES	219	219	219	219	874	0.0%
LAB COST	-	-	-	-	-	0.0%
AMBULANCE COSTS	-	-	-	-	-	0.0%
OFFICE SUPPLIES	601	601	601	601	2,404	0.1%
POSTAGE	49	49	49	49	195	0.0%
RECORD DESTRUCTION	-	-	-	-	-	0.0%
TELEPHONE EXPENSES	2,269	2,269	2,269	2,269	9,075	0.4%
COMPUTER SYSTEMS CONNECTIONS	5,818	5,818	5,818	5,818	23,272	1.0%
DATA PROCESSING/LICENSES	570	570	570	570	2,280	0.1%
IT RELATED EXPENSES-Consulting/Training	-	-	-	-	-	0.0%
MISCELLANEOUS (OPERATING RESERVE)	3,114	3,114	3,114	3,114	12,456	0.6%
	47,798	47,798	47,798	47,798	191,191	8.5%
SPECIFIC COSTS						
PROGRAMS:						
CLIENT SUPPORT COSTS	-	-	-	-	-	0.0%
UNIQUE MHSA PROGRAM RELATED COSTS	153	153	153	153	611	0.0%
COMMUNITY GRANTS	20,000	20,000	20,000	20,000	80,000	3.6%
WET--LEARNING & OUTREACH	-	-	-	-	-	0.0%
PROFESSIONAL SERVICES	10,675	10,675	10,675	10,675	42,700	1.9%
ADMINISTRATIVE:						
DIRECTORS & OFFICERS INSURANCE	734	734	734	734	2,936	0.1%
PROFESSIONAL SERVICES	-	-	-	-	-	0.0%
ATTORNEY FEES	-	-	-	-	-	0.0%
BANK FEES	32	32	32	32	129	0.0%
AUDIT FEES	799	799	799	799	3,196	0.1%
	32,393	32,393	32,393	32,393	129,572	5.8%
DEPRECIATION AND AMORT	1,105	1,105	1,105	1,105	4,419	0.2%
TOTAL COSTS	537,045	537,045	537,045	537,045	2,148,179	95.4%
INCOME (LOSS) FROM OPERATIONS	\$ 26,089	\$ 26,089	\$ 26,089	\$ 26,089	\$ 104,355	4.6%

TRI-CITY MENTAL HEALTH AUTHORITY
MHS-A-PREVENTION AND EARLY INTERVENTION (PEI) OPERATING BUDGET BY PROGRAM
FISCAL YEAR 2020-21

	COMMUNITY CAPACITY BUILDING	OLDER ADULT WELLBEING	TAY-ADULT WELLBEING	FAMILY WELLBEING	NAMI	HOUSING STABILITY	THERAPEUTIC COMMUNITY GARDENING	EARLY PSYCHOSIS	ADMIN PEI	TOTAL
REVENUE										
MEDI-CAL ADULT FFP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MEDI-CAL CHILDREN FFP	-	-	-	-	-	-	-	-	-	-
MEDI-CAL CHILDREN EPSDT--STATE REALIGNMENT	-	-	-	-	-	-	-	-	-	-
MEDICARE	-	-	-	-	-	-	-	-	-	-
PATIENT FEES/INSURANCE	-	-	-	-	-	-	-	-	-	-
MHSA FUNDING	494,874	150,706	141,828	90,504	35,500	196,546	316,515	157,180	633,881	2,217,534
CITY SHARE - LA VERNE	-	-	-	-	-	-	-	-	-	-
CITY SHARE - CLAREMONT	-	-	-	-	-	-	-	-	-	-
CITY SHARE - POMONA	-	-	-	-	-	-	-	-	-	-
GRANTS	-	-	-	-	-	-	-	-	-	-
INTEREST INCOME	-	-	-	-	-	-	-	-	35,000	35,000
RENTAL AND OTHER INCOME	-	-	-	-	-	-	-	-	-	-
ESTIMATED M/C DENIALS/DISALLOWANCE	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	494,874	150,706	141,828	90,504	35,500	196,546	316,515	157,180	668,881	2,252,534
EXPENSES										
SALARY COSTS <i>FTE's</i>	3.9	1.3	1.3	1.0	-	1.8	2.9	1.2	3.1	16.5
SALARY AND WAGES	269,856	102,593	102,593	63,990	-	131,344	173,924	106,546	348,660	1,299,506
INSURANCE-Health/workers comp/life	43,450	17,118	17,118	11,270	-	20,896	27,725	17,538	56,968	212,083
RETIREMENT COSTS	32,055	12,111	12,111	7,840	-	15,335	20,494	12,581	41,117	153,644
PAYROLL TAXES	6,502	2,457	2,457	1,590	-	3,110	4,157	2,551	8,339	31,163
MISC COSTS	6,289	2,376	2,376	1,538	-	3,008	4,159	2,468	8,068	30,282
	358,152	136,655	136,655	86,228	-	173,693	230,459	141,684	463,152	1,726,678
FACILITY COSTS										
STORAGE LEASES	-	-	-	-	-	-	-	-	996	996
MORTGAGE INTEREST (2008 Garey)	-	-	-	-	-	-	-	-	-	-
FACILITY RENT	-	-	-	-	-	-	-	6,195	13,995	20,190
INTERCOMPANY FACILITY CHARGES	-	-	-	-	-	-	8,446	-	1,025	9,471
UTILITIES	2,792	1,470	-	-	-	1,371	2,591	-	1,035	9,259
BUILDING REPAIRS AND MAINTENANCE	1,810	953	-	-	-	892	1,993	1,651	1,203	8,502
JANITORIAL SERVICES & SUPPLIES	4,035	2,020	-	-	-	1,948	1,720	2,050	3,756	15,529
WASTE DISPOSAL	234	178	-	-	-	115	1,404	-	78	2,009
	8,871	4,621	-	-	-	4,326	16,154	9,896	22,088	65,956
EQUIPMENT COSTS										
EQUIPMENT RENTAL/LEASE	3,010	1,569	-	-	-	1,474	1,838	90	2,271	10,252
EQUIP MAINT/REPAIRS	623	-	-	-	-	201	402	-	433	1,659
EQUIP/FURNITURE PURCHASES EXPENSED	21	10	-	-	-	10	61	3,165	1,173	4,440
AUTO EXPENSES	-	-	-	-	-	1,394	-	-	29	1,423
AUTO INSURANCE	-	-	-	-	-	2,259	-	-	246	2,505
CELLULAR/PAGER LEASES	2,683	806	1,294	619	-	693	1,712	619	1,658	10,084
	6,337	2,385	1,294	619	-	6,031	4,013	3,874	5,810	30,363

**TRI-CITY MENTAL HEALTH AUTHORITY
MHSA-PREVENTION AND EARLY INTERVENTION (PEI) OPERATING BUDGET BY PROGRAM
FISCAL YEAR 2020-21**

	COMMUNITY CAPACITY BUILDING	OLDER ADULT WELLBEING	TAY-ADULT WELLBEING	FAMILY WELLBEING	NAMI	HOUSING STABILITY	THERAPEUTIC COMMUNITY GARDENING	EARLY PSYCHOSIS	ADMIN PEI	TOTAL
OTHER SERVICES AND SUPPLIES										
CONFERENCES, SEMINARS & RELATED COSTS	764	209	180	-	-	319	79	-	873	2,424
MILEAGE REIMBURSEMENT	-	543	1,691	248	-	1,160	365	-	209	4,216
PERSONNEL ADS	-	-	84	-	-	-	976	-	105	1,165
PROFESSIONAL LIABILITY INSURANCE	3,266	193	-	-	-	1,113	2,052	74	2,222	8,920
SECURITY EXPENSE	6,578	3,462	-	-	-	3,233	55,815	959	3,588	73,635
DUES & SUBSCRIPTIONS	-	-	-	-	-	-	8	-	46,531	46,539
OTHER SUPPLIES	356	186	572	226	-	176	787	246	820	3,369
PRINTING	-	-	-	107	-	-	234	16	10	367
CLIENT EXPENSES	-	-	-	560	-	125	189	-	-	874
LAB COST	-	-	-	-	-	-	-	-	-	-
AMBULANCE COSTS	-	-	-	-	-	-	-	-	-	-
OFFICE SUPPLIES	422	252	68	68	-	252	668	-	674	2,404
POSTAGE	-	-	-	-	-	-	-	-	195	195
RECORD DESTRUCTION	-	-	-	-	-	-	-	-	-	-
TELEPHONE EXPENSES	1,777	935	-	-	-	873	1,185	423	3,882	9,075
COMPUTER SYSTEMS CONNECTIONS	3,821	875	875	1,751	-	2,981	2,978	8	9,983	23,272
DATA PROCESSING/LICENSES	863	-	-	-	-	277	556	-	584	2,280
IT RELATED EXPENSES-Consulting/Training	-	-	-	-	-	-	-	-	-	-
MISCELLANEOUS (OPERATING RESERVE)	8,508	10	-	697	-	658	76	-	2,507	12,456
	26,355	6,665	3,470	3,657	-	11,167	65,968	1,726	72,183	191,191
SPECIFIC COSTS										
PROGRAMS:										
CLIENT SUPPORT COSTS	-	-	-	-	-	-	-	-	-	-
UNIQUE MHSA PROGRAM RELATED COSTS	611	-	-	-	-	-	-	-	-	611
COMMUNITY GRANTS	80,000	-	-	-	-	-	-	-	-	80,000
GRANTS	-	-	-	-	-	-	-	-	-	-
WET--LEARNING & OUTREACH	-	-	-	-	-	-	-	-	-	-
PROFESSIONAL SERVICES	7,200	-	-	-	35,500	-	-	-	-	42,700
ADMINISTRATIVE:										
DIRECTORS & OFFICERS INSURANCE	-	-	-	-	-	-	-	-	2,936	2,936
PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-	-
ATTORNEY FEES	-	-	-	-	-	-	-	-	-	-
BANK FEES	-	-	-	-	-	-	-	-	129	129
AUDIT FEES	-	-	-	-	-	-	-	-	3,196	3,196
	87,811	-	-	-	35,500	-	-	-	6,261	129,572
DEPRECIATION AND AMORT	2,287	385	385	-	-	-	-	-	1,362	4,419
TOTAL COSTS	489,813	150,711	141,804	90,504	35,500	195,217	316,594	157,180	570,856	2,148,179
INCOME (LOSS) FROM OPERATIONS	\$ 5,061	\$ (5)	\$ 24	\$ -	\$ -	\$ 1,329	\$ (79)	\$ -	\$ 98,025	\$ 104,355

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TRI-CITY MENTAL HEALTH AUTHORITY
INNOVATION (INN) PROGRAM
OPERATING BUDGET
FISCAL YEAR 2020-21

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INNOVATION PLAN

OPERATING BUDGET

GENERAL & HISTORICAL INFORMATION

As noted prior years, there are several INN programs that have been approved, implemented and subsequently completed. INN projects are funded through the 5% of MHSA funds received and that are required to be allocated to INN annually. It is estimated that an additional \$552 thousand will be received/allocated to INN in fiscal 2020-21. As prescribed by code, prior to commencing expenditures on a specific project, the project must be approved not only by the Stakeholders and the Governing Board, but also by the State's Mental Health Services Oversight and Accountability Commission (OAC).

This current Innovation Plan includes only one project. This project was approved by the Governing Board in June 2018 and approved by the State's Mental Health Services Oversight and Accountability Commission (OAC) in September of 2018. The name of this project is the INN Help at Hand and originally named Technology Suite project. The Cognitive Remediation Treatment (CRT) project (the most recently completed project) was completed during Fiscal Year 2018-19.

The INN Help at Hand (Technology Suite) project was originally approved by the OAC as a three year project (and then later extended to a 5-year project by the OAC) and the intention of the project is to engage in a joint, multi-county Innovation project which explores the impact and effectiveness of a technology-based mental health approach to providing services. The primary purpose of this project is to increase access to mental health care by providing a non-traditional system for individuals who may be reluctant to access services through a more formal clinical setting. Through the use of computers, tablets and smartphones, community members will be able to access a suite of technology-based mental health services focused on prevention, early intervention, and family and social support with the intent to: decrease emergency care services; reduce psychiatric hospitalizations; and reduce the duration of untreated mental illness. More details are included in the Innovation Project Plan document posted on Tri-City's website.

While there are no other projects currently being implemented or ready to be presented for approval by the OAC, two new projects were introduced earlier in the year, however delayed for the time being to allow time to evaluate the needs of the community post COVID-19.

REVENUE

1. **MHSA Funding.** MHSA funding represents the amount of funds projected to be expended in fiscal 2020-21, which are amounts that within the overall Innovation Plan that was originally approved by the OAC and updated in the MHSA 2020-21 Annual Plan which has been recommended for approval by the Governing Board at the scheduled June 2020 Governing Board Meeting.
2. **Interest Income.** Interest income is projected based on expected average cash balances.

OPERATING EXPENSES

1. **Salary Costs.** Salary and Wages of \$174 thousand include \$155 thousand of direct staff salaries and \$43 thousand of administrative salaries. The costs were based on expected staffing requirements of each program, which includes projected staff time to be spent in conjunction with the development of INN programs. In addition, salaries and benefits for Tri-City's Executive and Senior Management team and administrative staff who serve the entire Agency, have been allocated to INN programs, based on a methodology that reflects the staffing proportions of the Agency. The projected staffing in FTEs are projected as follows:

- a. INN Technology Suite – 1.5 FTEs
- b. Administration-INN – .3 FTEs

All other salary costs, including insurance, retirement, and payroll taxes are based on the historical cost as a relationship to base salary and wages.

2. **Facility Costs.** Facility costs represent the costs of maintaining space to house the projected staffing and include intercompany facility charges for use of facilities, and maintenance costs. These costs were projected based on market rate per square foot and expected space required for each program by FTE.

3. **Equipment Costs.** This amount reflects the anticipated equipment costs of cellular phones and related fees required for each program.

4. **Other Service and Supply Costs.** Other service and supply costs are projected based on Tri-City's historical percentage relationship of costs incurred as a percentage to salary costs. In addition, certain projected costs include costs for seminars and training related costs for employees working on INN programs. The major costs included in this category are as follows:

- a. Conference, Seminar and Related Costs. These costs represent anticipated conferences/training of existing and new personnel.
- b. Security Expense. These costs represent the cost of contracting on-site security guards during business hours at various Tri-City locations including the Clinics. The costs are then proportionately allocated to each of the programs by location and staff.
- c. Dues and Subscriptions. These costs include dues for industry associations, dues and renewals for professional licenses and dues for computer program support.
- d. Office Supplies, Other Supplies and Telephone Costs. These costs are projected based on Tri-City's historical percentage relationship of costs as a percent of salary cost.
- e. Computer Systems Connections. The computer systems/IT related expenses represent the estimated cost specifically associated with the projected computer systems that will be required for the current project.
- f. Miscellaneous Costs. This amount is primarily used for any operating category that may be in excess of the original budgeted amount. This amount was also estimated as

administrative costs that will be associated with implementing the INN Technology Suite Project.

5. **Specific Costs.** This includes amounts identified as specific program expenses and administrative costs.
 - a. Unique MHSa Program Related Costs. These program specific cost are unique costs related to a program or project.
 - b. Professional Services. This amount for professional services is specifically related to the INN Technology Suite Project and are estimated for it's implementation, and will be paid to a third party via a Participation Agreement (after it is fully executed) with the California Mental Health Services Authority which was authorized at the Governing Board Meeting on November 14, 2018. The \$74 thousand in costs identified within the INN Technology Suite are estimated for peer salaries and stipends for listeners and liasons related directly with the implementation of the Help at Hand/Technology Suite Project.

**TRI-CITY MENTAL HEALTH AUTHORITY
MHS-A-INN OPERATING BUDGET
FISCAL YEAR 2020-21**

	FY 20-21 QUARTERS				Budget	% to
	1ST QRT	2ND QRT	3RD QRT	4TH QRT	FY 20-21	Rev
REVENUE						
MEDI-CAL ADULT FFP	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
MEDI-CAL CHILDREN FFP	-	-	-	-	-	0.0%
MEDI-CAL CHILDREN EPSDT--STATE	-	-	-	-	-	0.0%
REALIGNMENT	-	-	-	-	-	0.0%
MEDICARE	-	-	-	-	-	0.0%
PATIENT FEES/INSURANCE	-	-	-	-	-	0.0%
MHSA FUNDING	79,110	79,110	79,110	79,110	316,438	94.6%
GRANTS	-	-	-	-	-	0.0%
INTEREST INCOME	4,500	4,500	4,500	4,500	18,000	5.4%
RENTAL AND OTHER INCOME	-	-	-	-	-	0.0%
ESTIMATED M/C DENIALS/DISALLOWANCE	-	-	-	-	-	0.0%
TOTAL REVENUES	83,610	83,610	83,610	83,610	334,438	100.0%
EXPENSES						
SALARY COSTS						
SALARY AND WAGES	43,501	43,501	43,501	43,501	174,003	52.0%
INSURANCE-Health/workers comp/life	7,026	7,026	7,026	7,026	28,103	8.4%
RETIREMENT COSTS	5,099	5,099	5,099	5,099	20,394	6.1%
PAYROLL TAXES	1,034	1,034	1,034	1,034	4,137	1.2%
MISC COSTS	1,000	1,000	1,000	1,000	4,000	1.2%
	57,659	57,659	57,659	57,659	230,637	69.0%
FACILITY COSTS						
STORAGE LEASES	37	37	37	37	146	0.0%
MORTGAGE INTEREST (2008 Garey)	-	-	-	-	-	0.0%
FACILITY RENT	514	514	514	514	2,054	0.6%
INTERCOMPANY FACILITY CHARGES	42	42	42	42	168	0.1%
UTILITIES	34	34	34	34	135	0.0%
BUILDING REPAIRS AND MAINTENANCE	41	41	41	41	163	0.0%
JANITORIAL SERVICES & SUPPLIES	135	135	135	135	541	0.2%
WASTE DISPOSAL	3	3	3	3	12	0.0%
	805	805	805	805	3,219	1.0%
EQUIPMENT COSTS						
EQUIPMENT RENTAL/LEASE	90	90	90	90	361	0.1%
EQUIP MAINT/REPAIRS	14	14	14	14	55	0.0%
EQUIP/FURNITURE PURCHASES EXPENSED	30	30	30	30	121	0.0%
INTERCOMPANY EQUIP/SOFTWARE CHARGES (INCOME)	-	-	-	-	-	0.0%
AUTO EXPENSES	1	1	1	1	2	0.0%
AUTO INSURANCE	9	9	9	9	37	0.0%
CELLULAR/PAGER LEASES	159	159	159	159	635	0.2%
	303	303	303	303	1,211	0.4%

**TRI-CITY MENTAL HEALTH AUTHORITY
MHS-A-INN OPERATING BUDGET
FISCAL YEAR 2020-21**

	FY 20-21 QUARTERS				Budget FY 20-21	% to Rev
	1ST QRT	2ND QRT	3RD QRT	4TH QRT		
OTHER SERVICES AND SUPPLIES						
CONFERENCES, SEMINARS & RELATED COSTS	195	195	195	195	781	0.2%
MILEAGE REIMBURSEMENT	12	12	12	12	49	0.0%
PERSONNEL ADS	127	127	127	127	506	0.2%
PROFESSIONAL LIABILITY INSURANCE	82	82	82	82	326	0.1%
SECURITY EXPENSE	130	130	130	130	521	0.2%
DUES & SUBSCRIPTIONS	68	68	68	68	273	0.1%
OTHER SUPPLIES	26	26	26	26	104	0.0%
PRINTING	47	47	47	47	189	0.1%
CLIENT EXPENSES	-	-	-	-	-	0.0%
LAB COST	-	-	-	-	-	0.0%
AMBULANCE COSTS	-	-	-	-	-	0.0%
OFFICE SUPPLIES	154	154	154	154	615	0.2%
POSTAGE	6	6	6	6	25	0.0%
RECORD DESTRUCTION	-	-	-	-	-	0.0%
TELEPHONE EXPENSES	136	136	136	136	543	0.2%
COMPUTER SYSTEMS CONNECTIONS	250	250	250	250	999	0.3%
DATA PROCESSING/LICENSES	25	25	25	25	98	0.0%
IT RELATED EXPENSES-Consulting/Training	-	-	-	-	-	0.0%
MISCELLANEOUS (OPERATING RESERVE)	234	234	234	234	937	0.3%
	1,492	1,492	1,492	1,492	5,966	1.8%
SPECIFIC COSTS						
PROGRAMS:						
CLIENT SUPPORT COSTS	-	-	-	-	-	0.0%
UNIQUE MHS-A PROGRAM RELATED COSTS	-	-	-	-	-	0.0%
COMMUNITY GRANTS	-	-	-	-	-	0.0%
WET--LEARNING & OUTREACH	-	-	-	-	-	0.0%
PROFESSIONAL SERVICES	18,462	18,462	18,462	18,462	73,849	22.1%
ADMINISTRATIVE:						
DIRECTORS & OFFICERS INSURANCE	-	-	-	-	-	0.0%
PROFESSIONAL SERVICES	-	-	-	-	-	0.0%
ATTORNEY FEES	-	-	-	-	-	0.0%
BANK FEES	6	6	6	6	25	0.0%
AUDIT FEES	-	-	-	-	-	0.0%
	18,469	18,469	18,469	18,469	73,874	22.1%
DEPRECIATION AND AMORT	49	49	49	49	197	0.1%
TOTAL COSTS	78,776	78,776	78,776	78,776	315,104	94.2%
INCOME (LOSS) FROM OPERATIONS	\$ 4,834	\$ 4,834	\$ 4,834	\$ 4,834	\$ 19,334	5.8%

**TRI-CITY MENTAL HEALTH AUTHORITY
MHS-A-INNOVATIONS (INN) OPERATING BUDGET BY PROGRAM
FISCAL YEAR 2020-21**

	Technology Suite	INN ADMIN	TOTAL
REVENUE			
MEDI-CAL ADULT FFP	\$ -	\$ -	\$ -
MEDI-CAL CHILDREN FFP		-	-
MEDI-CAL CHILDREN EPSDT--STATE		-	-
REALIGNMENT		-	-
MEDICARE		-	-
PATIENT FEES/INSURANCE		-	-
MHSA FUNDING	249,981	66,457.00	316,438
GRANTS		-	-
INTEREST INCOME	-	18,000	18,000
RENTAL AND OTHER INCOME		-	-
ESTIMATED M/C DENIALS/DISALLOWANCE		-	-
TOTAL REVENUES	249,981	84,457	334,438
EXPENSES			
SALARY COSTS <i>FTE's</i>	<i>1.5</i>	<i>0.3</i>	<i>1.8</i>
SALARY AND WAGES	130,572	43,431	174,003
INSURANCE-Health/workers comp/life	21,055	7,048	28,103
RETIREMENT COSTS	15,312	5,082	20,394
PAYROLL TAXES	3,106	1,031	4,137
MISC COSTS	3,004	996	4,000
	173,049	57,588	230,637
FACILITY COSTS			
STORAGE LEASES	-	146	146
MORTGAGE INTEREST (2008 Garey)	-	-	-
FACILITY RENT	-	2,054	2,054
INTERCOMPANY FACILITY CHARGES	-	168	168
UTILITIES	-	135	135
BUILDING REPAIRS AND MAINTENANCE	-	163	163
JANITORIAL SERVICES & SUPPLIES	-	541	541
WASTE DISPOSAL	-	12	12
	-	3,219	3,219
EQUIPMENT COSTS			
EQUIPMENT RENTAL/LEASE	-	361	361
EQUIP MAINT/REPAIRS	-	55	55
EQUIP/FURNITURE PURCHASES EXPENSED	-	121	121
AUTO EXPENSES	-	2	2
AUTO INSURANCE	-	37	37
CELLULAR/PAGER LEASES	414	221	635
	414	797	1,211

**TRI-CITY MENTAL HEALTH AUTHORITY
MHS-A-INNOVATIONS (INN) OPERATING BUDGET BY PROGRAM
FISCAL YEAR 2020-21**

	Technology Suite	INN ADMIN	TOTAL
OTHER SERVICES AND SUPPLIES			
CONFERENCES, SEMINARS & RELATED COSTS	664	117	781
MILEAGE REIMBURSEMENT	-	49	49
PERSONNEL ADS	500	6	506
PROFESSIONAL LIABILITY INSURANCE	-	326	326
SECURITY EXPENSE	-	521	521
DUES & SUBSCRIPTIONS	-	273	273
OTHER SUPPLIES	-	104	104
PRINTING	189	-	189
CLIENT EXPENSES	-	-	-
LAB COST	-	-	-
AMBULANCE COSTS	-	-	-
OFFICE SUPPLIES	414	201	615
POSTAGE	-	25	25
RECORD DESTRUCTION	-	-	-
TELEPHONE EXPENSES	-	543	543
COMPUTER SYSTEMS CONNECTIONS	-	999	999
DATA PROCESSING/LICENSES	-	98	98
IT RELATED EXPENSES-Consulting/Training	-	-	-
MISCELLANEOUS (OPERATING RESERVE)	-	937	937
	1,767	4,199	5,966
SPECIFIC COSTS			
PROGRAMS:			
CLIENT SUPPORT COSTS	-	-	-
UNIQUE MHS-A PROGRAM RELATED COSTS	-	-	-
COMMUNITY GRANTS	-	-	-
WET--LEARNING & OUTREACH	-	-	-
PROFESSIONAL SERVICES	73,849	-	73,849
ADMINISTRATIVE:			
DIRECTORS & OFFICERS INSURANCE	-	-	-
PROFESSIONAL SERVICES	-	-	-
ATTORNEY FEES	-	-	-
BANK FEES	-	25	25
AUDIT FEES	-	-	-
	73,849	25	73,874
DEPRECIATION AND AMORT	-	197	197
TOTAL COSTS	249,079	66,025	315,104
INCOME (LOSS) FROM OPERATIONS	\$ 902	\$ 18,432	\$ 19,334

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TRI-CITY MENTAL HEALTH AUTHORITY
WORKFORCE, EDUCATION AND TRAINING (WET) PROGRAM
OPERATING BUDGET
FISCAL YEAR 2020-21

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WET PLAN

OPERATING BUDGET

GENERAL & HISTORICAL INFORMATION

As noted previously, the WET Plan includes two programs that were originally approved in fiscal 2012-13 and began implementation in the third quarter of fiscal 2012-13 (refer to the MHSA Program Operations document for program descriptions):

- Learning and Improvement
- Volunteers and Future Employees

The funding for these programs include initial funds that had been previously transferred to the WET Plan from the CSS Plan. At the end of fiscal 2010-11, Tri-City received approximately \$1.1 million of one-time WET MHSA allocations. The original approved WET plan included two programs and through MHSA Annual Updates and annual Stakeholder involvement, the original \$1.1 million were approved and expended over several years by the end of fiscal 2015-16. Once these funds had been exhausted, a new transfer would have been required to continue the existing programs. As such, through MHSA Annual Updates and the Stakeholder process, the amount of \$450 thousand was transferred from the CSS Plan to the WET Plan during the Fiscal Year 2016-17 MHSA Annual Update process, and \$400 thousand during the Fiscal Year 2018-19 Annual Update process. These transfers were recommended and approved to continue the above noted programs and to provide continuing training and hire additional staff to support workforce development. This would also include specialized training needed due to continuing changes in county mental health/specialty mental health and as a result of the Affordable Care Act and Medicaid reform.

Toward the end of fiscal year 2018-19, an additional transfer of \$600,000 from the CSS Plan to the WET Plan was approved by the stakeholders and the Governing Board. This transfer was made as a result of one-time excess funds identified.

REVENUE

Tri-City's operating budget is prepared using the full-accrual method of accounting. Revenues reflected within the operating budget section represent revenues projected to be generated during this budget fiscal year and do not necessarily represent actual inflows of cash, however the Cash Flow Budget would reflect actual cash projected to be collected. Existing funds already on hand would then not be reflected as new or generated revenues in the operating budget.

1. **MHSA Funding.** MHSA funding represents the amount of funds approved to be expended in fiscal 2020-21. Although there are funds available for spending in the WET Plan, these amounts have already been previously recognized as revenue within the CSS Plan. As noted above, dollars allocated to the WET Plan are one-time funds and in order to continue programming within the WET Plan, funds are required to be transferred in from the CSS plan. Pursuant to the Welfare and Institutions Code Section 5892(b), Counties may use a portion of their CSS funds for WET. Recognition of revenue occurs during the time period in

which the funds received were originally approved for use, and as such, the actual expenditures may lag and occur at a later time. As a result, no revenues are expected to be presented in the operating budget for the WET Plan, with the exception of interest revenue projected to be earned in fiscal year 2020-21.

2. **Interest Income.** Interest income is projected based on expected average cash balances.

OPERATING EXPENSES

1. **Salary Costs.** Salary and Wages of \$128 thousand include \$85 thousand of direct provider staff salaries and \$44 thousand of administrative salaries. The costs were based on expected staffing requirements of each program and as considered during the stakeholder's process and included in the WET plan. In addition, salaries and benefits for Tri-City's Executive and Senior Management team and administrative staff who serve the entire Agency, have been allocated to WET programs based on staffing proportions of the Agency and by specific program. The projected staffing is as follows:
 - a. Learning and Improvement – 0.8 FTE for the WET Coordinator.
 - b. Volunteers & Future Employees– 0.3 FTE includes an allocation of the WET Coordinator.
 - c. Administration-WET – 0.2 FTE includes an allocation of Administrative support which includes an allocation of combined executive and administrative personnel costs.

All other salary costs, including insurance, retirement, and payroll taxes are based on the historical cost as a relationship to base salary and wages.

2. **Facility Costs.** Facility costs represent the allocation of rent and other facility related expenses for the space required for current staffing.
3. **Equipment Costs.** This amount reflects the anticipated costs of equipment, cellular phones and related fees required for each program.
4. **Other Service and Supply Costs.** Other service and supply costs are projected based on Tri-City's best estimates however primarily utilizing past experience. The major costs included in this category are as follows:
 - a. Conference, Seminar & Related Costs. These costs represent anticipated supplemental training of personnel, as well as the requirement of the MHSa administrative staff attending educational and MHSa specific conferences and seminars, in addition to travel costs related to these trainings.
 - a. Transportation and Mileage Costs. These costs include the anticipated costs to be incurred by the WET program staff, since the programs will require community outreach.
 - b. Personnel Ads. These projected costs are consistent with prior year and are for the recruitment of volunteers and future employees.

Workforce, Education and Training Plan
Operating Budget For The Fiscal Year 2019-20
Assumptions

- c. Professional Liability Insurance Costs. These costs represent the anticipated cost of professional liability insurance for staff and are based on Tri-City's historical cost as it relates to salary costs.
 - d. Security Expense. These costs represent the cost of contracting on-site security guards during business hours at various Tri-City locations. The costs are then proportionately allocated to each of the programs by location and staff.
 - e. Computer Systems Connections. The computer systems expenses represent the cost of upgrading hardware and connectivity. This includes the professional fees that may be paid to IT specialists. This would also include fees associated with a risk assessment of IT systems (for both software and hardware) which are included in IT Related Expenses, in order to comply with recent regulations.
 - f. Miscellaneous Costs. This amount is projected for use on operating categories that may be in excess of the original budgeted amount and estimated based on past experience.
5. **Specific Costs**. This includes amounts identified as specific program expenses.
- a. WET Program Learning and Outreach (Staff Development and Mental Health Recruitment Costs). These costs include costs to 1) train the Tri-City clinical staff and enhance their development in the provision of mental health services, and 2) to implement and continue outreach programs to colleges and schools to educate and recruit future community mental health workers. In addition, these amounts include costs of software updates required for data collection and educational programs.

**TRI-CITY MENTAL HEALTH AUTHORITY
MHA-WET OPERATING BUDGET
FISCAL YEAR 2020-21**

	FY 19-20 QUARTERS				Budget FY 20-21	% to Rev
	1ST QRT	2ND QRT	3RD QRT	4TH QRT		
REVENUE						
MEDI-CAL ADULT FFP	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
MEDI-CAL CHILDREN FFP	-	-	-	-	-	0.0%
MEDI-CAL CHILDREN EPSDT--STATE	-	-	-	-	-	0.0%
REALIGNMENT	-	-	-	-	-	0.0%
MEDICARE	-	-	-	-	-	0.0%
PATIENT FEES/INSURANCE	-	-	-	-	-	0.0%
MHA FUNDING	-	-	-	-	-	0.0%
GRANTS	-	-	-	-	-	0.0%
INTEREST INCOME	2,000	2,000	2,000	2,000	8,000	100.0%
RENTAL AND OTHER INCOME	-	-	-	-	-	0.0%
ESTIMATED M/C DENIALS/DISALLOWANCE	-	-	-	-	-	0.0%
TOTAL REVENUES	2,000	2,000	2,000	2,000	8,000	100.0%
EXPENSES						
SALARY COSTS						
SALARY AND WAGES	32,115	32,115	32,115	32,115	128,460	1605.8%
INSURANCE-Health/workers comp/life	5,241	5,241	5,241	5,241	20,962	262.0%
RETIREMENT COSTS	3,801	3,801	3,801	3,801	15,205	190.1%
PAYROLL TAXES	771	771	771	771	3,085	38.6%
MISC COSTS	746	746	746	746	2,982	37.3%
	42,674	42,674	42,674	42,674	170,694	2133.7%
FACILITY COSTS						
STORAGE LEASES	46	46	46	46	185	2.3%
MORTGAGE INTEREST (2008 Garey)	-	-	-	-	-	0.0%
FACILITY RENT	658	658	658	658	2,632	32.9%
INTERCOMPANY FACILITY CHARGES	16	16	16	16	62	0.8%
UTILITIES	296	296	296	296	1,183	14.8%
BUILDING REPAIRS AND MAINTENANCE	240	240	240	240	961	12.0%
JANITORIAL SERVICES & SUPPLIES	522	522	522	522	2,089	26.1%
WASTE DISPOSAL	24	24	24	24	96	1.2%
	1,802	1,802	1,802	1,802	7,208	90.1%
EQUIPMENT COSTS						
EQUIPMENT RENTAL/LEASE	372	372	372	372	1,489	18.6%
EQUIP MAINT/REPAIRS	53	53	53	53	212	2.7%
EQUIP/FURNITURE PURCHASES EXPENSED	103	103	103	103	410	5.1%
INTERCOMPANY EQUIP/SOFTWARE CHARGES (INCOME)	-	-	-	-	-	0.0%
AUTO EXPENSES	2	2	2	2	6	0.1%
AUTO INSURANCE	12	12	12	12	47	0.6%
CELLULAR/PAGER LEASES	505	505	505	505	2,019	25.2%
	1,046	1,046	1,046	1,046	4,183	52.3%

**TRI-CITY MENTAL HEALTH AUTHORITY
MHS-A-WET OPERATING BUDGET
FISCAL YEAR 2020-21**

	FY 19-20 QUARTERS				Budget FY 20-21	% to Rev
	1ST QRT	2ND QRT	3RD QRT	4TH QRT		
OTHER SERVICES AND SUPPLIES						
CONFERENCES, SEMINARS & RELATED COSTS	152	152	152	152	607	7.6%
MILEAGE REIMBURSEMENT	13	13	13	13	53	0.7%
PERSONNEL ADS	1,064	1,064	1,064	1,064	4,257	53.2%
PROFESSIONAL LIABILITY INSURANCE	478	478	478	478	1,910	23.9%
SECURITY EXPENSE	752	752	752	752	3,009	37.6%
DUES & SUBSCRIPTIONS	134	134	134	134	535	6.7%
OTHER SUPPLIES	96	96	96	96	385	4.8%
PRINTING	48	48	48	48	191	2.4%
CLIENT EXPENSES	-	-	-	-	-	0.0%
LAB COST	-	-	-	-	-	0.0%
AMBULANCE COSTS	-	-	-	-	-	0.0%
OFFICE SUPPLIES	60	60	60	60	240	3.0%
POSTAGE	8	8	8	8	33	0.4%
RECORD DESTRUCTION	-	-	-	-	-	0.0%
TELEPHONE EXPENSES	336	336	336	336	1,342	16.8%
COMPUTER SYSTEMS CONNECTIONS	422	422	422	422	1,687	21.1%
DATA PROCESSING/LICENSES	77	77	77	77	308	3.9%
IT RELATED EXPENSES-Consulting/Training	-	-	-	-	-	0.0%
MISCELLANEOUS (OPERATING RESERVE)	134	134	134	134	537	6.7%
	3,774	3,774	3,774	3,774	15,094	188.7%
SPECIFIC COSTS						
PROGRAMS:						
CLIENT SUPPORT COSTS	-	-	-	-	-	0.0%
UNIQUE MHS-A PROGRAM RELATED COSTS	-	-	-	-	-	0.0%
COMMUNITY GRANTS	-	-	-	-	-	0.0%
WET--LEARNING & OUTREACH	38,600	38,600	38,600	38,600	154,400	1930.0%
PROFESSIONAL SERVICES	-	-	-	-	-	0.0%
ADMINISTRATIVE:						
DIRECTORS & OFFICERS INSURANCE	-	-	-	-	-	0.0%
PROFESSIONAL SERVICES	-	-	-	-	-	0.0%
ATTORNEY FEES	-	-	-	-	-	0.0%
BANK FEES	6	6	6	6	23	0.3%
AUDIT FEES	-	-	-	-	-	0.0%
	38,606	38,606	38,606	38,606	154,423	1930.3%
DEPRECIATION AND AMORT	64	64	64	64	254	3.2%
TOTAL COSTS	87,964	87,964	87,964	87,964	351,856	4398.2%
INCOME (LOSS) FROM OPERATIONS	\$ (85,964)	\$ (85,964)	\$ (85,964)	\$ (85,964)	\$ (343,856)	-4298.2%

TRI-CITY MENTAL HEALTH AUTHORITY
MNSA-WORKFORCE EDUCATION AND TRAINING (WET) OPERATING BUDGET BY PROGRAM
FISCAL YEAR 2020-21

	VOLUNTEERS			TOTAL
	LEARNING & IMPROVEMENT	& FUTURE EMPLOYEES	WET ADMIN	
REVENUE				
MEDI-CAL ADULT FFP	\$ -	\$ -	\$ -	\$ -
MEDI-CAL CHILDREN FFP	-	-	-	-
MEDI-CAL CHILDREN EPSDT--STATE	-	-	-	-
REALIGNMENT	-	-	-	-
MEDICARE	-	-	-	-
PATIENT FEES/INSURANCE	-	-	-	-
MNSA FUNDING	-	-	-	-
CITY SHARE - LA VERNE	-	-	-	-
CITY SHARE - CLAREMONT	-	-	-	-
CITY SHARE - POMONA	-	-	-	-
GRANTS	-	-	-	-
INTEREST INCOME	-	-	8,000	8,000
RENTAL AND OTHER INCOME	-	-	-	-
ESTIMATED M/C DENIALS/DISALLOWANCE	-	-	-	-
TOTAL REVENUES	-	-	8,000	8,000
EXPENSES				
SALARY COSTS <i>FTE's</i>	<i>0.8</i>	<i>0.3</i>	<i>0.2</i>	<i>1.3</i>
SALARY AND WAGES	63,650	21,217	43,593	128,460
INSURANCE-Health/workers comp/life	10,350	3,450	7,162	20,962
RETIREMENT COSTS	7,592	2,531	5,082	15,205
PAYROLL TAXES	1,540	514	1,031	3,085
MISC COSTS	1,490	496	996	2,982
	84,622	28,208	57,864	170,694
FACILITY COSTS				
STORAGE LEASES	-	-	185	185
MORTGAGE INTEREST (2008 Garey)	-	-	-	-
FACILITY RENT	-	-	2,632	2,632
INTERCOMPANY FACILITY CHARGES	-	-	62	62
UTILITIES	980	-	203	1,183
BUILDING REPAIRS AND MAINTENANCE	637	-	324	961
JANITORIAL SERVICES & SUPPLIES	1,392	-	697	2,089
WASTE DISPOSAL	82	-	14	96
	3,091	-	4,117	7,208
EQUIPMENT COSTS				
EQUIPMENT RENTAL/LEASE	1,054	-	435	1,489
EQUIP MAINT/REPAIRS	144	-	68	212
EQUIP/FURNITURE PURCHASES EXPENSED	279	-	131	410
INTERCOMPANY EQUIP/SOFTWARE CHARGES (INCOME)	-	-	-	-
AUTO EXPENSES	-	-	6	6
AUTO INSURANCE	-	-	47	47
CELLULAR/PAGER LEASES	1,730	-	289	2,019
	3,207	-	976	4,183

**TRI-CITY MENTAL HEALTH AUTHORITY
MHSa-WORKFORCE EDUCATION AND TRAINING (WET) OPERATING BUDGET BY PROGRAM
FISCAL YEAR 2020-21**

	VOLUNTEERS			
	LEARNING & IMPROVEMENT	& FUTURE EMPLOYEES	WET ADMIN	TOTAL
OTHER SERVICES AND SUPPLIES				
CONFERENCES, SEMINARS & RELATED COSTS	281	180	146	607
MILEAGE REIMBURSEMENT	-	-	53	53
PERSONNEL ADS	-	4,241	16	4,257
PROFESSIONAL LIABILITY INSURANCE	795	697	418	1,910
SECURITY EXPENSE	2,308	-	701	3,009
DUES & SUBSCRIPTIONS	-	-	535	535
OTHER SUPPLIES	221	-	164	385
PRINTING	189	-	2	191
CLIENT EXPENSES	-	-	-	-
LAB COST	-	-	-	-
AMBULANCE COSTS	-	-	-	-
OFFICE SUPPLIES	123	-	117	240
POSTAGE	-	-	33	33
RECORD DESTRUCTION	-	-	-	-
TELEPHONE EXPENSES	623	-	719	1,342
COMPUTER SYSTEMS CONNECTIONS	-	-	1,687	1,687
DATA PROCESSING/LICENSES	199	-	109	308
IT RELATED EXPENSES-Consulting/Training	-	-	-	-
MISCELLANEOUS (OPERATING RESERVE)	6	-	531	537
	4,745	5,118	5,231	15,094
SPECIFIC COSTS				
PROGRAMS:				
CLIENT SUPPORT COSTS	-	-	-	-
UNIQUE MHSa PROGRAM RELATED COSTS	-	-	-	-
COMMUNITY GRANTS	-	-	-	-
WET--LEARNING & OUTREACH	154,400	-	-	154,400
PROFESSIONAL SERVICES	-	-	-	-
ADMINISTRATIVE:				
DIRECTORS & OFFICERS INSURANCE	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-
ATTORNEY FEES	-	-	-	-
BANK FEES	-	-	23	23
AUDIT FEES	-	-	-	-
	154,400	-	23	154,423
DEPRECIATION AND AMORT	-	-	254	254
TOTAL COSTS	250,065	33,326	68,465	351,856
INCOME (LOSS) FROM OPERATIONS	\$ (250,065)	\$ (33,326)	\$ (60,465)	\$ (343,856)

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TRI-CITY MENTAL HEALTH AUTHORITY
CAPITAL FACILITIES & TECHNOLOGY NEEDS PLAN (CFTN)
OPERATING BUDGET
FISCAL YEAR 2020-21

CAPITAL FACILITIES & TECHNOLOGY NEEDS PLAN (CFTN)

OPERATING BUDGET

GENERAL & HISTORICAL INFORMATION

At the end of fiscal 2010-11, Tri-City received approximately \$2.7 million of CFTN MHSA allocations to be used for approved Capital Facility and Technology Needs projects. In May 2013 the Governing Board approved the initial CFTN plan which included three Technology Needs projects at a total projected expenditure of approximately \$1.1 million. Implementation of these projects began in June 2013 and were completed by the end of fiscal 2015-16. These initial projects *were*:

- Electronic Health Record Improvement and Systems Enhancement
- Consumer Access to Computing Resources
- Program Monitoring and Service Outcome Support

In March 2015 and in July of 2015, the CFTN plan was updated and approved by the Governing Board to utilize the remaining funds of approximately \$1.6 million for the purpose of a new Capital Facilities project which included the purchase and required improvements of an office building for MHSA Administrative Professional staff. This project was completed during fiscal 2015-16.

As part of the MHSA 2016-17 update, the amount of \$500 thousand was approved for transfer to the CFTN plan from the CSS plan. This amount was to be set aside for future capital facilities and technology projects that would need to first be identified and would be subject to approval by the Stakeholders and Governing Board. Toward the end of fiscal year 2018-19, an additional transfer of \$700,000 from the CSS Plan to the CFTN Plan was approved by the stakeholders and the Governing Board. This transfer was made as a result of one-time excess funds identified that would potentially be used for one-time capital improvement projects.

During Fiscal 2019-20 two separate projects were identified and proposed as CTFN projects. The two projects identified and since approved, are as follows:

1. Electrical Upgrade & Office Remodel
2. Capital Improvements to Therapeutic Community Garden

On March 18, 2020, the Governing Board approved Resolution 524, authorizing the expenditure of \$970,968 from its Capital Facilities and Technology Needs (CFTN) plan funds for Electrical Upgrades, Office Space Remodel and Capital Improvements. This budget includes the proposed and approved estimated expenditures in the total of \$970,968.

REVENUE

Tri-City's operating budget is prepared using the full-accrual method of accounting. Revenues reflected within the operating budget section represent revenues projected to be generated during this budget fiscal year and do not necessarily represent actual inflows of cash, however the Cash Flow Budget would reflect actual cash projected to be collected. Existing funds already on hand would then not be reflected as new or generated revenues in the operating budget.

1. **MHSA Funding.** MHSA funding represents any additional amount of funds that have been approved for capital facilities or technology related projects. Although there is approximately \$1.2M dollars available to fund CTFN projects, these amounts have already been previously recognized as revenue within the CSS Plan. Recognition of revenue occurs during the time period in which the funds received were originally approved for use, as such, the actual expenditures may lag and occur at a later time. As such no revenues are expected within CFTN plan and therefore, with the exception of interest revenue, no other revenues are projected to be recognized for fiscal 2019-20.
2. **Interest Income.** Interest income, if any, is projected based on expected average cash balances.

OPERATING EXPENSES

1. **Depreciation Expense.** Depreciation expense is projected to be approximately \$61 thousand which represents the remaining depreciation of equipment and furniture purchased and capitalized over the past years as well as the current projection of depreciation for the recent purchase of the office building and improvements.

CAPITAL EXPENSES

1. **Capital Expenses.** The majority of the expenses that are expected to be incurred to implement the above noted projects will be all capital related and therefore would be presented within the Cash Flow Budget under the capital titled "Cash Flow From Capital and Related Financing Activities" and not within this section of the Operating Budget.

TRI-CITY MENTAL HEALTH AUTHORITY
MHS-A-CAPITAL FACILITIES & TECHNOLOGY (CFTN) OPERATING BUDGET
FISCAL YEAR 2020-21

	FY 20-21 QUARTERS				Budget FY 20-21	% to Rev
	1ST QRT	2ND QRT	3RD QRT	4TH QRT		
REVENUE						
MEDI-CAL ADULT FFP	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
MEDI-CAL CHILDREN FFP	-	-	-	-	-	0.0%
MEDI-CAL CHILDREN EPSDT--STATE	-	-	-	-	-	0.0%
REALIGNMENT	-	-	-	-	-	0.0%
MEDICARE	-	-	-	-	-	0.0%
PATIENT FEES/INSURANCE	-	-	-	-	-	0.0%
MHSA FUNDING	-	-	-	-	-	0.0%
GRANTS	-	-	-	-	-	0.0%
INTEREST INCOME	2,750	2,750	2,750	2,750	11,000	100.0%
RENTAL AND OTHER INCOME	-	-	-	-	-	0.0%
ESTIMATED M/C DENIALS/DISALLOWANCE	-	-	-	-	-	0.0%
TOTAL REVENUES	2,750	2,750	2,750	2,750	11,000	100.0%
EXPENSES						
SALARY COSTS						
SALARY AND WAGES	-	-	-	-	-	0.0%
INSURANCE-Health/workers comp/life	-	-	-	-	-	0.0%
RETIREMENT COSTS	-	-	-	-	-	0.0%
PAYROLL TAXES	-	-	-	-	-	0.0%
MISC COSTS	-	-	-	-	-	0.0%
	-	-	-	-	-	0.0%
FACILITY COSTS						
STORAGE LEASES	-	-	-	-	-	0.0%
MORTGAGE INTEREST (2008 Garey)	-	-	-	-	-	0.0%
FACILITY RENT	-	-	-	-	-	0.0%
INTERCOMPANY FACILITY CHARGES	-	-	-	-	-	0.0%
UTILITIES	-	-	-	-	-	0.0%
BUILDING REPAIRS AND MAINTENANCE	-	-	-	-	-	0.0%
JANITORIAL SERVICES & SUPPLIES	-	-	-	-	-	0.0%
WASTE DISPOSAL	-	-	-	-	-	0.0%
	-	-	-	-	-	0.0%
EQUIPMENT COSTS						
EQUIPMENT RENTAL/LEASE	-	-	-	-	-	0.0%
EQUIP MAINT/REPAIRS	-	-	-	-	-	0.0%
EQUIP/FURNITURE PURCHASES EXPENSED	-	-	-	-	-	0.0%
INTERCOMPANY EQUIP/SOFTWARE CHARGES (INCOME)	-	-	-	-	-	0.0%
AUTO EXPENSES	-	-	-	-	-	0.0%
AUTO INSURANCE	-	-	-	-	-	0.0%
CELLULAR/PAGER LEASES	-	-	-	-	-	0.0%
	-	-	-	-	-	0.0%

TRI-CITY MENTAL HEALTH AUTHORITY
MHSA-CAPITAL FACILITIES & TECHNOLOGY (CFTN) OPERATING BUDGET
FISCAL YEAR 2020-21

	FY 20-21 QUARTERS				Budget FY 20-21	% to Rev
	1ST QRT	2ND QRT	3RD QRT	4TH QRT		
OTHER SERVICES AND SUPPLIES						
CONFERENCES, SEMINARS & RELATED COSTS	-	-	-	-	-	0.0%
MILEAGE REIMBURSEMENT	-	-	-	-	-	0.0%
PERSONNEL ADS	-	-	-	-	-	0.0%
PROFESSIONAL LIABILITY INSURANCE	-	-	-	-	-	0.0%
SECURITY EXPENSE	-	-	-	-	-	0.0%
DUES & SUBSCRIPTIONS	-	-	-	-	-	0.0%
OTHER SUPPLIES	-	-	-	-	-	0.0%
PRINTING	-	-	-	-	-	0.0%
CLIENT EXPENSES	-	-	-	-	-	0.0%
LAB COST	-	-	-	-	-	0.0%
AMBULANCE COSTS	-	-	-	-	-	0.0%
OFFICE SUPPLIES	-	-	-	-	-	0.0%
POSTAGE	-	-	-	-	-	0.0%
RECORD DESTRUCTION	-	-	-	-	-	0.0%
TELEPHONE EXPENSES	-	-	-	-	-	0.0%
COMPUTER SYSTEMS CONNECTIONS	-	-	-	-	-	0.0%
DATA PROCESSING/LICENSES	-	-	-	-	-	0.0%
IT RELATED EXPENSES-Consulting/Training	-	-	-	-	-	0.0%
MISCELLANEOUS (OPERATING RESERVE)	-	-	-	-	-	0.0%
	-	-	-	-	-	0.0%
SPECIFIC COSTS						
PROGRAMS:						
CLIENT SUPPORT COSTS	-	-	-	-	-	0.0%
UNIQUE MHSA PROGRAM RELATED COSTS	-	-	-	-	-	0.0%
COMMUNITY GRANTS	-	-	-	-	-	0.0%
WET--LEARNING & OUTREACH	-	-	-	-	-	0.0%
PROFESSIONAL SERVICES	-	-	-	-	-	0.0%
ADMINISTRATIVE:						
DIRECTORS & OFFICERS INSURANCE	-	-	-	-	-	0.0%
PROFESSIONAL SERVICES	-	-	-	-	-	0.0%
ATTORNEY FEES	-	-	-	-	-	0.0%
BANK FEES	-	-	-	-	-	0.0%
AUDIT FEES	-	-	-	-	-	0.0%
	-	-	-	-	-	0.0%
DEPRECIATION AND AMORT	15,360	15,360	15,360	15,360	61,439	558.5%
TOTAL COSTS	15,360	15,360	15,360	15,360	61,439	558.5%
INCOME (LOSS) FROM OPERATIONS	\$ (12,610)	\$ (12,610)	\$ (12,610)	\$ (12,610)	\$ (50,439)	-458.5%

TRI-CITY MENTAL HEALTH AUTHORITY
MHS-A-CAPITAL FACILITIES & TECHNOLOGY (CTFN) OPERATING BUDGET BY PROJECT
FISCAL YEAR 2020-21

	ELECTRICAL UPGRADE & OFFICE SPACE REMODEL	CAPITAL IMPROVEMENT TO THERAPEUTIC COMMUNITY GARDEN	ADMINISTRATIVE PROFESSIONAL BUILDING	CTFN ADMIN	TOTAL
REVENUE					
MEDI-CAL ADULT FFP	\$ -	\$ -	\$ -	\$ -	\$ -
MEDI-CAL CHILDREN FFP	-	-	-	-	-
MEDI-CAL CHILDREN EPSDT--STATE	-	-	-	-	-
REALIGNMENT	-	-	-	-	-
MEDICARE	-	-	-	-	-
PATIENT FEES/INSURANCE	-	-	-	-	-
MHSA FUNDING	-	-	-	-	-
CITY SHARE - LA VERNE	-	-	-	-	-
CITY SHARE - CLAREMONT	-	-	-	-	-
CITY SHARE - POMONA	-	-	-	-	-
GRANTS	-	-	-	-	-
INTEREST INCOME	-	-	-	11,000	11,000
RENTAL AND OTHER INCOME	-	-	-	-	-
ESTIMATED M/C DENIALS/DISALLOWANCE	-	-	-	-	-
TOTAL REVENUES	-	-	-	11,000	11,000
EXPENSES					
SALARY COSTS <i>FTE's</i>	-	-	-	-	-
SALARY AND WAGES	-	-	-	-	-
INSURANCE-Health/workers comp/life	-	-	-	-	-
RETIREMENT COSTS	-	-	-	-	-
PAYROLL TAXES	-	-	-	-	-
MISC COSTS	-	-	-	-	-
FACILITY COSTS					
STORAGE LEASES	-	-	-	-	-
MORTGAGE INTEREST (2008 Garey)	-	-	-	-	-
FACILITY RENT	-	-	-	-	-
INTERCOMPANY FACILITY CHARGES	-	-	-	-	-
UTILITIES	-	-	-	-	-
BUILDING REPAIRS AND MAINTENANCE	-	-	-	-	-
JANITORIAL SERVICES & SUPPLIES	-	-	-	-	-
WASTE DISPOSAL	-	-	-	-	-
EQUIPMENT COSTS					
EQUIPMENT RENTAL/LEASE	-	-	-	-	-
EQUIP MAINT/REPAIRS	-	-	-	-	-
EQUIP/FURNITURE PURCHASES EXPENSED	-	-	-	-	-
INTERCOMPANY EQUIP/SOFTWARE CHARGES (INCOME)	-	-	-	-	-
AUTO EXPENSES	-	-	-	-	-
AUTO INSURANCE	-	-	-	-	-
CELLULAR/PAGER LEASES	-	-	-	-	-

TRI-CITY MENTAL HEALTH AUTHORITY
MHSa-CAPITAL FACILITIES & TECHNOLOGY (CTFN) OPERATING BUDGET BY PROJECT
FISCAL YEAR 2020-21

	ELECTRICAL UPGRADE & OFFICE SPACE REMODEL	CAPITAL IMPROVEMENT TO THERAPEUTIC COMMUNITY GARDEN	ADMINISTRATIVE PROFESSIONAL BUILDING	CTFN ADMIN	TOTAL
OTHER SERVICES AND SUPPLIES					
CONFERENCES, SEMINARS & RELATED COSTS	-	-	-	-	-
MILEAGE REIMBURSEMENT	-	-	-	-	-
PERSONNEL ADS	-	-	-	-	-
PROFESSIONAL LIABILITY INSURANCE	-	-	-	-	-
SECURITY EXPENSE	-	-	-	-	-
DUES & SUBSCRIPTIONS	-	-	-	-	-
OTHER SUPPLIES	-	-	-	-	-
PRINTING	-	-	-	-	-
CLIENT EXPENSES	-	-	-	-	-
LAB COST	-	-	-	-	-
AMBULANCE COSTS	-	-	-	-	-
OFFICE SUPPLIES	-	-	-	-	-
POSTAGE	-	-	-	-	-
RECORD DESTRUCTION	-	-	-	-	-
TELEPHONE EXPENSES	-	-	-	-	-
COMPUTER SYSTEMS CONNECTIONS	-	-	-	-	-
DATA PROCESSING/LICENSES	-	-	-	-	-
IT RELATED EXPENSES-Consulting/Training	-	-	-	-	-
MISCELLANEOUS (OPERATING RESERVE)	-	-	-	-	-
	-	-	-	-	-
SPECIFIC COSTS					
PROGRAMS:					
CLIENT SUPPORT COSTS	-	-	-	-	-
UNIQUE MHSa PROGRAM RELATED COSTS	-	-	-	-	-
COMMUNITY GRANTS	-	-	-	-	-
WET--LEARNING & OUTREACH	-	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-	-
ADMINISTRATIVE:					
DIRECTORS & OFFICERS INSURANCE	-	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-	-
ATTORNEY FEES	-	-	-	-	-
BANK FEES	-	-	-	-	-
AUDIT FEES	-	-	-	-	-
	-	-	-	-	-
DEPRECIATION AND AMORT	-	-	61,439	-	61,439
TOTAL COSTS	-	-	61,439	-	61,439
INCOME (LOSS) FROM OPERATIONS	\$ -	\$ -	\$ (61,439)	\$ 11,000	\$ (50,439)

Administrative Office

1717 North Indian Hill Boulevard, Suite B
Claremont, CA 91711-2788

Main Clinical Office

2008 North Garey Avenue
Pomona, CA 91767-2722

Wellness Center

1403 North Garey Avenue
Pomona, CA 91767



Clinical Office / Children

1900 Royalty Drive
Pomona, CA 91767

MHSA Office

2001 North Garey Avenue
Pomona, CA 91767

www.tricitymhs.org

Founded by Pomona, Claremont and La Verne in 1960