STATE OF ARKANSAS
Department of Finance and Administration

OFFICE OF THE DIRECTOR
1509 West Seventh Street, Suite 401
Post Office Box 3278
Little Rock, Arkansas 72203-3278
Phone: (501) 682-2242
Fax: (501) 682-1029
http://www.state.ar.us/dfa

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September 25, 2018

Senator Bruce Maloch, Co-Chair
Representative David Meeks, Co-Chair
Performance Evaluation & Expenditure Review Committee
Arkansas Legislative Council
State Capitol Building
Little Rock, AR 72201

RE: Transfer for the Department of Human Services

Dear Co-Chairs:

Enclosed for your review is a request from the Department of Human Services for appropriation, funding and position transfers for various divisions of the Department under the authority of Section 11(c) of Act 253 of 2018. This is the second request for Reallocation of Resources for FY2019 from a limit of four requests annually.

This transfer will provide adjustments to the Department of Human Services' authorizations for Fiscal Year 2019 needed for the operational requirements of various divisions within the Department.

This request has my approval as Chief Fiscal Officer of the State and is submitted for your review.

Sincerely,

Larry W. Walther
Director

LWW:ey

Attachments

STATE OF ARKANSAS
ASA HUTCHINSON
GOVERNOR

September 25, 2018

Ms. Cindy Gillespie, Director
Department of Human Services
Donaghey Plaza South, Slot #S201
Seventh and Main Streets
Little Rock, AR 72201

Dear Ms. Gillespie:

In accordance with Section 11(c) of Act 253 of 2018, I am notifying Larry W. Walther, Chief Fiscal Officer of the State, of my approval for you to request the Fiscal Year 2019 transfer items in your letter dated May 10, 2018 providing for the operational needs of various divisions within the Department of Human Services.

Upon the approval of the Chief Fiscal Officer of the State, your requests will be submitted to the PEER Subcommittee of the Arkansas Legislative Council for review.

Sincerely,

Asa Hutchinson

AH:db:ey

500 WOODLANE, SUITE 250 • LITTLE ROCK, AR 72201
TELEPHONE (501) 682-2345
www.governor.arkansas.gov

DEPARTMENT OF HUMAN SERVICES
TRANSFER REQUEST SUMMARY
FISCAL YEAR 2019

	DIRECTOR'S OFFICE	AGING, ADULT & BEHAVIORAL SERVICES	CHILDREN & FAMILY SERVICES	CHILD CARE SERVICES	PROVIDER SRVS & QUALITY ASSURANCE	MEDICAL SERVICES	COUNTY OPERATIONS	DEV. DISABILITIES SERVICES	SERVICES FOR THE BLIND	YOUTH SERVICES	TOTAL
APPROPRIATION TRANSFERS											
A. WITHIN DIVISIONS											
PROFESSIONAL FEES & SERVICES			975,000.00								975,000.00
DAABH GRANTS/PATIENT SERVICES		(1,013,380.00)									(1,013,380.00)
DAABH MENTAL HEALTH BLOCK GRANT		690,201.00									690,201.00
DCFS TANF/FOSTER CARE			(975,000.00)								(975,000.00)
DDS PURCHASE OF SERVICES								273,974.00			273,974.00
DDS AUTISM TREATMENT AND COORDINATION								(273,974.00)			(273,974.00)
DCO TANF BLOCK GRANT							(3,225,000.00)				(3,225,000.00)
DCO SNAP							2,000,000.00				2,000,000.00
DCO EMERGENCY FOOD PROGRAM							225,000.00				225,000.00
DCO LOW INCOME ENERGY ASSISTANCE							1,000,000.00				1,000,000.00
DYS COMMUNITY SERVICES										(454,463.00)	(454,463.00)
DYS FEDERAL CHILD AND YOUTH SERVICE GRANTS										643,368.00	643,368.00
DYS JUVENILE ACCOUNTABILITY INCENTIVE BG										(188,905.00)	(188,905.00)
DHS CONSTRUCTION - DAABH		323,179.00									323,179.00
A. TOTAL	-	-	-	-	-	-	-	-	-	-	-
B. BETWEEN DIVISIONS											
REGULAR SALARIES		(37,204.00)			37,204.00						-
EXTRA HELP								(870,479.00)			(870,479.00)
PERSONAL SERVICES MATCHING		(8,646.00)			8,646.00			(529,179.00)			(529,179.00)
OVERTIME								(310,000.00)			(310,000.00)
OPERATING EXPENSE								(1,696,955.00)			(1,696,955.00)
CONFERENCE FEES & TRAVEL								(39,975.00)			(39,975.00)
PROFESSIONAL FEES & SERVICES								(553,412.00)			(553,412.00)
CAPITAL OUTLAY											-
DMS NURSING HOME QUALITY GRANTS AND AID						4,000,000.00					4,000,000.00
											-
B. TOTAL	-	(45,850.00)	-	-	45,850.00	4,000,000.00	-	(4,000,000.00)	-	-	-
FUND TRANSFERS											
GENERAL REVENUE-OPERATIONS											
DAS FUND	(32,582.00)										(32,582.00)
DAAS FUND											-
DCC FUND											-
DCF FUND											-
DBA FUND		32,582.00									32,582.00
DCO FUND											-
DDS FUND											-
DPQ FUND											-
DSB FUND											-
DYS FUND											-
DMS FUND											-
DGF FUND											-
											-
TOTAL FUND TRANSFERS	(32,582.00)	32,582.00	-	-	-	-	-	-	-	-	-
POSITION TRANSFERS											
TRANSFERS OUT	(5)	(5)			(1)				(1)		(12)
TRANSFERS IN	3	6			1		1	1			12
TOTAL POSITION TRANSFERS	(2)	1	0	0	0	0	1	1	(1)	0	0

TRANSFER 2 OF 4
Authority-Section 11(c), Act 253 of 2018

PREPARED BY: DFA - OFFICE OF BUDGET
18-Sep-18

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Department of Human Services
Director's Offices
Reallocation of Resources Request Detail - Fiscal Year 2019

Appropriations

FROM				TO					
Funds Center	Commitment Item	Fund	Qtr	Funds Center	Commitment Item	Fund	Qtr	Amount	Type

Funds

FROM		TO			
Fund	Division	FUND	Division	Amount	Type

Positions

FROM Division	Position Number	Position Code	Position Title	To: Division	New Position Number (assigned by OPM)	Type
DAABHS	22099252	N167N	DHS POLICY & RESEARCH DIRECTOR	DO/CFO		vii. Redirecting internal resources
DAABHS	22143352	A016C	DHS DMS BUSINESS OPERATIONS MANAGEF	DO/CFO		vii. Redirecting internal resources
DAABHS	22169357	G286C	DMS DEPUTY DIRECTOR	DO/CFO		vii. Redirecting internal resources

Justification:

Recipient Division (To Transfers):

Director's Office is requesting the transfer of 3 positions from DAABHS. Policy & Research Director is cross graded to Fiscal Division Manager and will be in charge of SEFA reporting and grant reporting, DMS Business Operations Manager will be Chief Fiscal Officer for the Division of Provider Services and Quality Assurance, and DMS Deputy Director is to be cross graded to DHS Chief Legislative Affairs Director for the Office of Legislative Affairs.

Prepared by:

T-Jobs 9-7-18

(Date)

Submitted by:

Misty Bowen Eubanks 09/07/18

Director (Date)

Department of Human Services
Division of Aging, Adult and Behavioral Health Services
Reallocation of Resources Request Detail #2 - Fiscal Year 2019

Appropriations

FROM				TO					
Funds Center	Commitment Item	Fund	Qtr	Funds Center	Commitment Item	Fund	Qtr	Amount	Type
193	510:00:04	DBA9600	B	1DE	509:00:05	DHR3500	1st	323,179.00	vii. Redirecting internal resources
193	510:00:04	DBA9600	B	2MN	510:00:04	PWE5300	1st	690,201.00	vii. Redirecting internal resources

Funds

FROM		TO			
Title	Division	Title	Division	Amount	Type
DAS0000	Shared Services	DBA0000	DAABHS	$ 32,582	vii. Redirecting internal resources

Positions

FROM	Position			To:	New Position Number	Type
Division	Number	Code	Title	Division	(assigned by OPM)	
DO/OCC	22111766	R014C	Personnel Manager	DAABHS		vii. Redirecting internal resources
OCCE	22109378	G180C	Grants Analyst	DAABHS		vii. Redirecting internal resources
OCCE	22101187	G202C	Volunteer Program Coordinator	DAABHS		vii. Redirecting internal resources
DPSQA	22131895	L027C	Registered Nurse Supervisor	DAABHS		vii. Redirecting internal resources
DO/CFO	22098402	L013N	General Physician	DAABHS		vii. Redirecting internal resources
DSB	22097776	L098C	Certified Vocational Rehab Counselor	DAABHS		vii. Redirecting internal resources

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Department of Human Services
Division of Aging, Adult and Behavioral Health Services
Reallocation of Resources Request Detail #2 - Fiscal Year 2019

Justification:

Donor Division (From Transfers):

Recipient Division (To Transfers):

vii. Redirecting internal resources

The Division of Aging, Adult and Behavioral Health Services requests permission to transfer appropriation in the amount of $1,013,380 from the Grants/Patient Services appropriation to construction appropriation ($323,179) to provide appropriation for upkeep and maintained on aging facilities and to the Mental Health Grants appropriation ($690,201) to provide appropriation for additional federal funding.

The Division of Youth Services requests permission to transfer one (1) position from the DHS-Director's Office. This position will assist with ARChoices and Older American Act programs. Grants Analyst, Volunteer Program Coordinator, Registered Nurse Supervisor, General Physician, and the Certified Vocational Rehab Counselor are being moved in the Biennial Budget Request. DAABHS is requesting these postions to be transfered for SFY 19.

Prepared by: Georgia McNabb 9/6/18

Submitted by: DAABHS Director

Department of Human Services
Division of Children and Family Services
Reallocation of Resources Request Detail - Fiscal Year 2019

Appropriations

FROM				TO					
Funds Center	Commitment Item	Fund	Qtr	Funds Center	Commitment Item	Fund	Qtr	Amount	Type
896	510:00:04	PWE9100	B	896	506:00:10	PWP2500	B	$ 975,000	vii). Redirecting internal resources

Funds

FROM		TO			
Title	Division	Title	Division	Amount	Type

Positions

FROM	Position			To:	New Position Number	Type
Division	Number	Code	Title	Division	(assigned by OPM)	

Justification:

To move appropriation from PWE9100 (CI04) to PWP2500 professional fees and services (CI10). With the uncertainty of the foster care placement needs, the additional professional services appropriation will allow the Division flexibility to manage contracts more effectively.

Donor Division (From Transfers):

Recipient Division (To Transfers):

Prepared by: Diane Smithson 8-30-18

Submitted by:

Director

Department of Human Services
Division of County Operations
Reallocation of Resources Request Detail - Fiscal Year 2019

Appropriations

FROM				TO					
Funds Center	Commitment Item	Fund	Qtr	Funds Center	Commitment Item	Fund	Qtr	Amount	Type
897	510:00:04	PWD7600	2	898		PWE9400	2	$ 2,000,000	vii). Redirecting internal resources
897	510:00:04	PWD7600	2	898		FWF3400	2	$ 1,000,000	vii). Redirecting internal resources
897	510:00:04	PWD7500	2	410		FWF2900	2	$ 225,000	vii). Redirecting internal resources

Funds

FROM		TO			
Title	Division	Title	Division	Amount	Type

Positions

FROM	Position			To:	New Position Number	Type
Division	Number	Code	Title	Division	(assigned by OPM)	
CFO	22164963	G264C	DHS Fairness Officer	DCO	22164963	vii). Redirecting internal resources

DCO - RRR - SFY'19-Justification:

Recipient Fund **(To Transfers)**:

- Fund PWE9400 supports the Supplemental Nutrition Assistance - Education and Training program. This 100% federally funded program is experiencing increases in funding which promotes the training and employment improvement for SNAP clients. In this state fiscal year the program is planned to expanding to serve 66 counties in Arkansas through a mix of professional services contracts and grants. The agency is expanding our partnership to 8 providers throughout the state to deliver these services. If approved, this funds new adjusted appropriation would be $2,814,457.
- Fund FWF3400 supports the Low Income Home Energy Assistance P rogram. This 100% federally funded program is expanding due to increased federal funding. The program provides financial assistance through agreements with C ommunity Action Programs located across the state. These agreements not only allow for funds to assist income eligible clients with the payment of energy billing during specified Summer and Winter programs periods, but they also provide case management activities to client to encourage households to reduce their energy cost and thereby, their need for assistance. If this transfer is approved the program limit will increase to $32,884,498 for this state fiscal year.
- FWF2900 fund supports the Emergency Food P rogram pays for the storage and delivery of USD A donated foods to food banks, and Community Action Agencies, etc., across the state to eligible low-income clients. This appropriation is 100% federally funded and the current budget level is approximately $888,295.
- CFO - The Department's Financial Office was able to transfer position (22164963) to assist the Division of County Operations in meeting a critical administrative need in one of its county offices. A vacant DHS Fairness Officer position was available, at the grade D CO needed. DCO will cross grade the position to a (M018C - Program Eligibility Coordinator II). The position was provided to D CO during recent reorganizations efforts.

Prepared by:

Jimmy Fields, DCO/CFO (Date) 9/7/2018

Submitted by:

Mary Franklin, Director, DCO (Date) 9/7/18

Department of Human Services
DIVISION OF DEVELOPMENTAL DISABILITIES SERVICES
Reallocation of Resources #2 Request Detail - Fiscal Year 2019

Appropriations

FROM				TO					
Funds Center	Commitment Item	Fund	Qtr	Funds Center	Commitment Item	Fund	Qtr	Amount	Type
59J	510:00:04	DEA0400	2	896	590:0047	PWP5500	2	273,974.00	vii. Redirecting internal resources

Funds

FROM		TO			
Title	Division	Title	Division	Amount	Type

Positions

FROM	Position			To:	New Position Number (assigned by OPM)	Type
Division	Number	Code	Title	Division		
DAABH	22169382	L102C	Dietetic Specialist	DDS		vii). Redirecting internal resources

Department of Human Services
DIVISION OF DEVELOPMENTAL DISABILITIES SERVICES
Reallocation of Resources #2 Request Detail - Fiscal Year 2019

Justification

This amount is actually spent each year just through a different fund. This is a standalone appropriation in the DDS appropriation bill each fiscal year that must be specifically used for autism treatment and coordination.

At the beginning of each new fiscal year, the funds have been transferred out of 59J/DEA0400 and into 896P/PWP5500

where there entire amount is used to pay the 50% state match for a contract with the University of Arkansas-Fayetteville for its services in administering the Autism Waiver.

Transfer of one (1) position (Job title: Dietetic Specialist) from DAABH to be used and supported at Conway Human Development Center

Staff orientation training on diets, menus, choking prevention for serving individuals at high risk of choking and pneumonia, Audit meal service of residents served

Audits central kitchen for safe food practices such as temps, textures of meals served, environment, food quality, inventory rotated appropriately

Monitors and records the heights/weights of individuals served, distributes menus, monitors physicians orders for changes and makes adjustments in documentation

Delivers adaptive eating equipment, to include feeding pumps, cutlery, plates, bowls, etc. And orders and monitors upkeep of adaptive eating equipment

Prepared by:

Kim Goh Walker 9/24/18 TT

Submitted by:

Division Director

DHS Chief Financial Officer

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Department of Human Services
Division Of Medical Services
Reallocation of Resources Request Detail - Fiscal Year 2019

Appropriations

FROM				TO					
Funds Center	Commitment Item	Fund	Qtr	Funds Center	Commitment Item	Fund	Qtr	Amount	Type
896	501:00:01	PWP5500	B	4KS	510:00:04	TLT0100	2	870,479	vii). Redirecting internal resources
896	501:00:03	PWP5500	B	4KS	510:00:04	TLT0100	2	529,179	vii). Redirecting internal resources
896	501:00:06	PWP5500	B	4KS	510:00:04	TLT0100	2	310,000	vii). Redirecting internal resources
896	502:00:02	PWP5500	B	4KS	510:00:04	TLT0100	2	1,696,955	vii). Redirecting internal resources
896	505:00:09	PWP5500	B	4KS	510:00:04	TLT0100	2	39,975	vii). Redirecting internal resources
896	506:00:10	PWP5500	B	4KS	510:00:04	TLT0100	2	553,412	vii). Redirecting internal resources

Funds

FROM		TO			
Title	Division	Fund	Division	Amount	Type

Positions

FROM	Position			To:	New Position Number	Type
Division	Number	Code	Title	Division	(assigned by OPM)	

Justification:

Recipient Division (To Transfers):

- The Division is requesting a one-time transfer of appropriation from Division of Developmental Services in order fulfill the emergency needs of receivership costs that are being incurred at various Nursing facilities. The amount being asked is equivalent to the amount that CMS has already authorized to spend from the Civil Money Penalties fund and does not require any additional SGR appropriation.

Prepared by: Debra Hope, CFO 9-14-18

Submitted by: Director

Department of Human Services
Division Of PRovider Services and Quality Assurance
Reallocation of Resources Request Detail - Fiscal Year 2019

Appropriations

FROM				TO					
Funds Center	Commitment Item	Fund	Qtr	Funds Center	Commitment Item	Fund	Qtr	Amount	Type
896	501:00:00	PWP2000	1	896	501:00:00	PWP7000	1	37,204	vii). Redirecting internal resources
896	501:00:03	PWP2000	1	896	501:00:03	PWP7000	1	8,646	vii). Redirecting internal resources
						PWP7000	1		

Funds

FROM		TO			
Title	Division	Fund	Division	Amount	Type

Positions

FROM	Position			To:	New Position Number	Type
Division	Number	Code	Title	Division	(assigned by OPM)	
DAABHS	22106120	B076	Research Project Analyst	DPSQA		vii). Redirecting internal resources

Justification:

Donor Division (From Transfers):

- The Divisions is transferring this position to complete the original reallocation of DPSQA and to enable the Department to operate more efficiently

Recipient Division (To Transfers):

- The Divisions is transferring this position to complete the original reallocation of DPSQA and to enable the Department to operate more efficiently

Prepared by: Craig Mercer CPD

Submitted by:

Director

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Department of Human Services
Division of Youth Services
Reallocation of Resources Request Detail #2 - Fiscal Year 2019

Appropriations

FROM				TO					
Funds Center	Commitment Item	Fund	Qtr	Funds Center	Commitment Item	Fund	Qtr	Amount	Type
2RB	510:00:04	DYS0200		2RC	510:00:04	FWF0200		454,463.00	vii. Redirecting internal resources
2RA	510:00:04	TYS0100		2RC	510:00:04	FWF0200		188,905.00	vii. Redirecting internal resources

Funds

FROM		TO			
Title	Division	Title	Division	Amount	Type

Positions

FROM	Position			To:	New Position Number	Type
Division	Number	Code	Title	Division	(assigned by OPM)	

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Department of Human Services
Division of Youth Services
Reallocation of Resources Request Detail #2 - Fiscal Year 2019

Justification:

Donor Division (From Transfers):

Recipient Division (To Transfers):

vii. Redirecting internal resources

The Division of Youth Services requests permission to transfer appropriation in the amount of $454,463 from the Juvenile Account Incentive Block Grant appropriation and $188,905 from the Community Services appropriation to the Federal Child & Youth Services Grants appropriation to provide appropriation for operations, residential and specialty residential services.

Prepared by: Lisa Ricks 8/31/18

Submitted by: Betty Guhlman 8/31/18

DYS Director

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