MEMORANDUM
Harvey Ruvin
Clerk of the Circuit and County Courts
Clerk of the Board of County Commissioners
Miami-Dade County, Florida
(305) 375-5126
(305) 375-2484 FAX
www.miami-dadeclerk.com

HPSC
Agenda Item No: 6(B)
July 10, 2008

TO: Honorable Chairman Dennis C. Moss and Members, Health and Public Safety Committee

DATE: June 12, 2008

FROM: Kay M. Sullivan
Director, Clerk of the Board Division

SUBJECT: Approval of Commission Committee Minutes

The Clerk of the Board's office is submitting the following Clerk's Summary of Minutes for approval by the Health and Public Safety Committee:

April 3, 2008 (Budget Workshop)

KMS/sr
Attachment

Stephen P. Clark
Government Center
111 N.W. 1st Street
Miami, FL 33128

CLERK'S SUMMARY OF

Meeting Minutes

Health and Public Safety Committee

Dennis C. Moss (9) Chair; Rebeca Sosa (6) Vice Chair; Commissioners Jose "Pepe" Diaz (12), Carlos A. Gimenez (7), Sally A. Heyman (4), and Javier D. Souto (10)

BUDGET WORKSHOP

Thursday, April 3, 2008 | **2:00 PM** | **COMMISSION CHAMBERS**

Members Present: Carlos A. Gimenez, Sally A. Heyman, Dennis C. Moss, Rebeca Sosa, Javier D. Souto.

Members Absent: Jose "Pepe" Diaz.

Members Late: None.

Members Excused: None.

Members Absent County Business: None.

1 MINUTES PREPARED BY

Report: *Scott Rappleye, (305) 375-5108*
Commission Reporter

1A INVOCATION

Report: *Chairman Moss called the meeting to order at 2:12 p.m.*

1B PLEDGE OF ALLEGIANCE

1C ROLL CALL

Report: *The following staff members were present: Assistant County Manager Alina Hudak; Assistant County Attorney Gerald Sanchez; and Deputy Clerk Scott Rappleye.*

2 REPORTS

2A

080978 **Report**

DEPARTMENTAL BUDGET PRESENTATIONS: ***Report Received***

1. ANIMAL SERVICES
(HANDWRITTEN PAGES 3-15)

2. COMMISSION ON ETHICS AND PUBLIC TRUST
(HANDWRITTEN PAGES 16 - 24)

3. CORRECTIONS AND REHABILITATION
(HANDWRITTEN PAGES 25 - 69)

4. COUNTYWIDE HEALTHCARE PLANNING
(HANDWRITTEN PAGES 70 - 78)

5. EMERGENCY MANAGEMENT AND HOMELAND SECURITY
(HANDWRITTEN PAGES 79 - 86)

6. FIRE RESCUE
(HANDWRITTEN PAGES 87 - 124)

7. INDEPENDENT REVIEW PANEL
(HANDWRITTEN PAGES 125 - 140)

8. INSPECTOR GENERAL
(HANDWRITTEN PAGES 125 - 141)

9. JUVENILE SERVICES
(HANDWRITTEN PAGES 142 - 156)

10. MEDICAL EXAMINER
(HANDWRITTEN PAGES 157 - 179)

11. POLICE
(HANDWRITTEN PAGES 180 - 228)

Report: *Chairman Moss noted he expected the departments to provide a global perspective of the budget that could provide an opportunity for the Committee to shape its budget priorities. He requested the Committee members' preferences on how the meeting should proceed.*

Commissioner Sosa noted the Committee needed to know the fiscal year (FY) 2007-08 budgets and the proposed FY 2008-09 budgets, the number of employees for FY 2007-08 and the number of positions that remained unfilled, and any requested enhancements to the departments. She also noted the departments should prioritize what should be protected from budget cuts.

Commissioner Heyman expressed concern that department wide issues were not clearly prioritized in the Agenda Packet.

Commissioner Souto expressed concern regarding the incident at Dolphin Mall on April 2, 2008. He asked the Miami-Dade Police Department (MDPD) Director to provide a report on this incident. He questioned what level of funding MDPD needed to stop this type of incident from occurring. Commissioner Souto explained fewer resources necessitated MDPD operations to be more fine-tuned. He suggested MDPD increase citizen involvement through citizen patrols and citizens against crime.

Chairman Moss suggested the Committee focus on the FY 2007-08 departmental budgets and employees and FY 2008-09 proposed budgets and employees, departmental priorities, and the approach to handling anticipated budget cuts. He noted the Committee would discuss its priorities for each department following the presentation.

OFFICE OF INSPECTOR GENERAL

Mr. Christopher Mazzella, Inspector General, Office of the Inspector General (OIG), proposed the $5.209 million OIG budget for FY 2007-08 be increased six percent for FY 2008-09 to $5.521 million. He pointed out the number of budgeted positions remained the same at 38. He explained most of the OIG budget was salaries. Mr. Mazzella noted the OIG's priorities were revenue recovery for the County, and oversight for new General Obligation Bond, Transit, and Surtax Housing projects. He pointed out 13 percent of the OIG budget was general funds. Mr. Mazzella explained OIG needed general fund monies to support operations, and noted the current level of staffing was sufficient.

In response to Commissioner Heyman's question whether recovered funds from litigation were deposited into the County's General Fund or the OIG's account, Mr. Mazzella explained recoveries went to the General Fund.

Commissioner Heyman noted the County should direct recovered funds to the OIG, which could be used to cover the requested six percent budget increase.

Responding to Commissioner Sosa's inquiry

regarding the proposed decrease in General Funds from $1.019 million to $631,000, Mr. Mazzella noted the decrease in General Funds was pursuant to the increase in carryover funds.

Commissioner Sosa noted the departments that saved money and had healthy carryover funds should be recognized. She noted she supported the OIG funding, but expressed concern that the County was not recognizing fiscally responsible departments.

ANIMAL SERVICES

Dr. Sara Pizano, Director, Animal Services, noted the Animal Services FY 2007-08 budget was $10.4 million and the proposed FY 2008-09 budget was $10.1 million. She pointed out the department would decrease by one position to 117 in FY 2008-09. Dr. Pizano explained Animal Services' number one priority was having enough customer service representatives to handle call volume.

Commissioner Heyman expressed concern regarding the condition of the Animal Services facility. She noted upgrading the Animal Services facility should be a priority.

Responding to Commissioner Heyman's inquiry concerning what the department needed to relocate to a new building, Dr. Pizano noted the department had done an exhaustive search for a new facility/location for two years and had not found one.

Commissioner Heyman explained the real estate market had changed in the last two years and she was hopeful the department would find a reasonable price. She suggested General Services Administration (GSA) determine whether an existing County building was being under utilized that could house Animal Services. She noted all Animal Services calls should go to 3-1-1. Commissioner Heyman expressed concern that a position that delivered services would be eliminated and replaced with an accounting position. She questioned why another department could not perform the accounting for Animal Services.

Following further discussion between Commissioner Heyman and Dr. Pizano related to the Animal Services Foundation, Commissioner Sosa questioned the decrease in all Revenue categories for the department on handwritten page

five (5).

In response to Commissioner Sosa, Dr. Pizano provided the following explanations:
• Code Violation Fines—the department continued revamping the citation and licensing process and had hired temporary workers to assist with revenue recovery; the department stopped issuing citations as a result of data entry errors and changes to the rabies laws.
• Animal Services Fees—the department anticipated the Chapter V updates would be made at the beginning of the fiscal year; they were not made until the end of January 2008. She noted the adoption rate decreased as a result of the County implementing a State Law that charged a $50 deposit to adopt a pet that had not been spayed or neutered.
• Breeder Permit Fees—the department discovered breeders were not properly zoned for breeding; therefore, no previously licensed breeders resided within the County.
• Interest Income—no explanation provided.
• Miscellaneous Revenues—the department was unable to obtain approval for a customer service position, which would generate revenue through the processing of liens. She pointed out that Animal Services had a Memorandum of Understanding (MOU) with the Finance Department to recover funds from unpaid citations.
• Mobile Animal Services—the department had a partnership with the Humane Society to utilize the Mobile Animal Services Unit that eliminated departmental revenues from licenses and rabies vaccinations.

Commissioner Sosa expressed concern that Animal Services was requesting an increase in General Fund revenues to compensate for the loss of revenues in the foregoing categories.

Mr. Robert Santos-Alborna, Assistant Director, Animal Services, noted the decrease in Interest Income was an impact from the overall lower revenues.

Commissioner Sosa asked Dr. Pizano to identify strategies to reduce overtime and the number of requests for funding from the Countywide General Funds.

Dr. Pizano noted the 14 vacant positions in Animal Services contributed to the need for overtime because the department was mandated

to provide services to the community.

Commissioner Sosa asked Assistant County Manager Alina Hudak to verify that the 14 vacant positions in the Animal Services Department were not Long-Term Vacant Positions (see Resolution No. R-96-05, Legislative File No. 050101).

Commissioner Gimenez pointed out the Animal Services Department had 105 employees in FY 2004-05, and the number of budgeted positions in FY 2007-08 was 128. He noted the critical issue to balance the budget would be the number of employees. Commissioner Gimenez explained Animal Services had 111 current employees, and he suggested the Committee budget 111 positions for Animal Services in FY 2008-09. He noted Animal Services was projecting it would exceed its budget, and explained the County Commission needed formal documentation stating the Animal Services Department would exceed its budget. Commissioner Gimenez asked Dr. Pizano to reevaluate the figures reflected as Animal Services Fees and Code Violation Fines on handwritten page seven, and to provide him with a report of the new figures and justification for those figures.

Following further discussion between Commissioner Gimenez and Dr. Pizano regarding the Animal Service staffing level and level of service, Commissioner Souto questioned whether the Mayor or County Manager had provided any specific indication regarding what the departments would need to eliminate.

Mr. Danny Alfonso, Operating Budget Coordinator, Office of Strategic Business Management, noted County revenues for FY 2008-09 would be approximately $200 million less than the requested General Fund expenses. He explained the County Administration would propose budget cuts based on priority.

Commissioner Souto suggested department directors start assuming a worst case scenario budget situation, as opposed to the $200 million scenario.

Responding to Commissioner Gimenez's request for clarification of the $200 million, Mr. Alfonso explained the $200 million funding gap was the gap in funding to maintain the departmental base level of services, not the requested enhancements. He clarified the $200 million was the sum of $140 million in increased expenditures for the base level

of services and $60 million in reduced revenue.

Discussion ensued between Commissioner Gimenez and Mr. Alfonso related to whether County Departments had already reduced the base budgets in the Agenda Packet.

Dr. Pizano noted Animal Services had already made a three percent reduction to the proposed FY 2008-09 based budget.

Assistant County Manager Hudak clarified the Agenda Packet was prepared in advance for the budget workshop today (4/3). She stressed the County Administration did not want to insinuate to the Committee that the three percent reduction was reflected in the Agenda Packet.

Following further discussion concerning the Animal Services base budget reported in the Agenda Packet, Chairman Moss questioned what areas Animal Services was considering reducing.

Mr. Santos-Alborna noted Animal Services was reducing its light fleet vehicles, its staff, and all other line items.

Chairman Moss noted the Committee would include a new Animal Services facility as a budget priority.

It was moved by Commissioner Gimenez that the number of Animal Services employees for FY 2008-09 be 111. This motion was seconded by Commissioner Sosa.

Commissioner Heyman expressed concern regarding the consequences of limiting the number of employees.

Discussion ensued among Committee members regarding the County Administration imposing a hiring freeze and the methods the County Administration was using to hire new employees.

Commissioner Sosa suggested Commissioner Gimenez's motion be amended to direct the Animal Services Department Director to analyze the feasibility of the Committee's proposed budget reductions and present the findings to the Committee.

Commissioner Gimenez noted he would not accept Commissioner Sosa's suggested amendment. He pointed out the County would not save by cutting

services; the County would save by reducing personnel.

Commissioner Gimenez expressed concern that new employee classes remained full.

Chairman Moss questioned the feasibility of the departments providing the Committee proposed budget cuts.

Following comments by Chairman Moss and Commissioner Sosa concerning the proper way the Committee should approach the budget process, Commissioner Gimenez emphasized the impact of employees on annual budget growth.

In response to Chairman Moss' inquiry related to the County Administration's strategy for identifying budget cuts, Mr. Alfonso noted most budget cuts would come from the General Fund after the County met its commitments to MDPD, the Corrections and Rehabilitation Department, the Public Health Trust, the Miami-Dade Transit Agency, and the Community Redevelopment Agencies (CRAs). He explained the County Administration's strategy was for departments to price their activities and, based on priority, the County Administration would select activities to reduce.

Commissioner Heyman noted some departments had been diligently reducing their budgets and others had built up their budgets to prepare to cut. She pointed out automation and government mandates impacted the reduction and growth, respectively, of departmental budgets. She also noted the return on investment (ROI) of expenditures should be considered.

Commissioner Gimenez asked Mr. Alfonso to provide him with a report on the total number of vacant positions countywide.

Following discussion related to the budget information available at this time, Chairman Moss noted his budget priorities were to deliver basic services and to reduce departmental budgets to conform to the decreased revenues.

Commissioner Heyman pointed out the Legislature was considering legislation that could impact the Corrections and Rehabilitation Department and the Juvenile Services Department by obligating the County to provide certain services through Article V.