

Multiple Agency Fiscal Note Summary

Bill Number: 5864 S SB	Title: Ending homelessness
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Estimated Cash Receipts

Agency Name	2017-19		2019-21		2021-23	
	GF- State	Total	GF- State	Total	GF- State	Total
Office of State Auditor	0	133,500	0	267,000	0	267,000
Department of Commerce	0	259,074	0	29,605,022	0	14,834,895
Department of Social and Health Services	0	3,460,384	0	3,691,374	0	4,142,116
Total \$	0	3,852,958	0	33,563,396	0	19,244,011

Local Gov. Courts *						
Loc School dist-SPI						
Local Gov. Other **		(319,000)		(638,000)		(319,000)
Local Gov. Total		(319,000)		(638,000)		(319,000)

Estimated Expenditures

Agency Name	2017-19			2019-21			2021-23		
	FTEs	GF-State	Total	FTEs	GF-State	Total	FTEs	GF-State	Total
Administrative Office of the Courts	.0	0	0	.0	0	0	.0	0	0
Office of State Auditor	3.4	0	788,822	4.1	0	922,322	4.1	0	922,322
Department of Commerce	9.9	2,693,570	2,952,644	15.0	2,084,668	31,689,690	14.9	2,691,049	17,525,944
Department of Social and Health Services	252.2	54,070,343	57,530,727	252.2	52,922,211	56,613,585	252.2	53,462,112	57,604,228
Total	265.5	\$56,763,913	\$61,272,193	271.3	\$55,006,879	\$89,225,597	271.2	\$56,153,161	\$76,052,494

Local Gov. Courts *									
Loc School dist-SPI									
Local Gov. Other **	Non-zero but indeterminate cost and/or savings. Please see discussion.								
Local Gov. Total									

Estimated Capital Budget Impact

NONE

This bill was identified as a proposal governed by the requirements of RCW 43.135.031 (Initiative 960). A fiscal analysis was prepared to show the projected ten-year cost to tax or fee payers of the proposed taxes or fees. The ten-year projection can be viewed at

<http://www.ofm.wa.gov/tax/default.asp>

* See Office of the Administrator for the Courts judicial fiscal note

** See local government fiscal note

FNPID: 48611

FNS029 Multi Agency rollup

Prepared by: Shane Hamlin, OFM	Phone: (360) 902-0547	Date Published: Final 4/ 5/2017
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* See Office of the Administrator for the Courts judicial fiscal note

** See local government fiscal note
FNPID: 48611

Judicial Impact Fiscal Note

Bill Number: 5864 S SB	Title: Ending homelessness	Agency: 055-Administrative Office of the Courts
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Part I: Estimates



No Fiscal Impact

This bill was identified as a proposal governed by the requirements of RCW 43.135.031 (Initiative 960). A fiscal analysis was prepared to show the projected ten-year cost to tax or fee payers of the proposed taxes or fees. The ten-year projection can be viewed at

<http://www.ofm.wa.gov/tax/default.asp>

The revenue and expenditure estimates on this page represent the most likely fiscal impact. Responsibility for expenditures may be subject to the provisions of RCW 43.135.060.

Check applicable boxes and follow corresponding instructions:



If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.



If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).



Capital budget impact, complete Part IV.

Contact	Phone:	Date: 03/21/2017
Agency Preparation: Sam Knutson	Phone: 360-704-5528	Date: 03/22/2017
Agency Approval: Ramsey Radwan	Phone: 360-357-2406	Date: 03/22/2017
OFM Review: Gwen Stamey	Phone: (360) 902-9810	Date: 03/24/2017

Request # 5864 SSB-1

Part II: Narrative Explanation

II. A - Brief Description Of What The Measure Does That Has Fiscal Impact on the Courts

Please see attached Judicial Impact Note (JIN).

II. B - Cash Receipts Impact

II. C - Expenditures

Part III: Expenditure Detail

Part IV: Capital Budget Impact

Part II: Narrative Explanation

This bill would require the Department of Social and Health Services (DSHS) to locate unaccompanied homeless children and track/report specific information, subject to appropriation for this purpose.

The bill would make camping on public property illegal. Section 303(4) would provide that by July 1, 2018 the largest cities in each of the state's two most populous counties must authorize spaces as necessary to house all of that city's homeless population and enforce unauthorized camping statutes; and Section 303(5) would provide that by January 1, 2019, all unauthorized encampments must be closed down or that jurisdiction would not receive any state funding for homeless programs.

The bill would provide for appropriations for the Washington State Auditor for the purpose of an audit to determine the effectiveness and efficiency of the state's homeless programs.

Part II.A – Brief Description of what the Measure does that has fiscal impact on the Courts

No fiscal impact to the courts.

Note: This bill differs from previous versions by removing the misdemeanor for parents failing to report a child missing, and misdemeanors for unlawfully camping on public or private property.

Individual State Agency Fiscal Note

Bill Number: 5864 S SB	Title: Ending homelessness	Agency: 095-Office of State Auditor
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Part I: Estimates

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No Fiscal Impact

Estimated Cash Receipts to:

ACCOUNT	FY 2018	FY 2019	2017-19	2019-21	2021-23
Auditing Services Revolving Account-State 483-1		133,500	133,500	267,000	267,000
Total \$		133,500	133,500	267,000	267,000

Estimated Expenditures from:

	FY 2018	FY 2019	2017-19	2019-21	2021-23
FTE Staff Years	0.0	6.9	3.4	4.1	4.1
Account					
Auditing Services Revolving Account-State 483-1	0	133,500	133,500	267,000	267,000
Performance Audits of Government Account-Non-Appropriated 553-6	0	655,322	655,322	655,322	655,322
Total \$	0	788,822	788,822	922,322	922,322

Estimated Capital Budget Impact:

NONE

This bill was identified as a proposal governed by the requirements of RCW 43.135.031 (Initiative 960). A fiscal analysis was prepared to show the projected ten-year cost to tax or fee payers of the proposed taxes or fees. The ten-year projection can be viewed at

<http://www.ofm.wa.gov/tax/default.asp>

The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.

Check applicable boxes and follow corresponding instructions:

- ☒ If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.
- ☐ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).
- ☐ Capital budget impact, complete Part IV.
- ☐ Requires new rule making, complete Part V.

Legislative Contact:	Phone:	Date: 03/21/2017
Agency Preparation: Janel Roper	Phone: 360-725-5600	Date: 04/04/2017
Agency Approval: Janel Roper	Phone: 360-725-5600	Date: 04/04/2017
OFM Review: Gwen Stamey	Phone: (360) 902-9810	Date: 04/05/2017

Part II: Narrative Explanation

II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

Briefly describe by section number, the significant provisions of the bill, and any related workload or policy assumptions, that have revenue or expenditure impact on the responding agency.

Section 303 (11) Requires the State Auditor to provide an annual certification to the state legislature and state board of health that the Department (Department of Social and Health Services as defined in Section 102) is compliant with the requirements set forth in this section.

Section 603 Requires the State Auditor to complete an audit to determine the effectiveness and efficiency of state homeless programs and provides up to \$200,000 General Fund appropriation for this audit.

II. B - Cash receipts Impact

Briefly describe and quantify the cash receipts impact of the legislation on the responding agency, identifying the cash receipts provisions by section number and when appropriate the detail of the revenue sources. Briefly describe the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explain how workload assumptions translate into estimates. Distinguish between one time and ongoing functions.

The State Auditor's Office (SAO) assumes there are two audits required in this legislation. An annual compliance audit of the Department of Social and Health Services (DSHS) and a biennial performance audit of the effectiveness and efficiency of state homeless programs.

The compliance audit would be billed to the DSHS and cash receipts would be collected through the Auditing Services Revolving Account. SAO's current Auditing Services Revolving Account rate of \$89.00 per hour was used to estimate cash receipts. This work would be billed at the current billing rate when the work is performed.

There is no cash receipts for the Performance Audits of Government Account.

II. C - Expenditures

Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.

The SAO assumes that the audit of the effectiveness and efficiency of state homeless programs would take approximately 5,000 hours to perform. This audit would be performed in odd years, with the first audit being performed in FY2019.

The annual certification to the state legislature and state board of health that the department (DSHS) is compliant with the requirements of this legislation is estimated to take 1500 hours. This audit would be performed annually with the first audit being performed in FY2019.

The SAO would use in house staff at a variety of levels within the organization to complete this work.

Part III: Expenditure Detail

III. A - Expenditures by Object Or Purpose

	FY 2018	FY 2019	2017-19	2019-21	2021-23
FTE Staff Years		6.9	3.4	4.1	4.1
A-Salaries and Wages		489,805	489,805	577,821	577,821
B-Employee Benefits		167,377	167,377	199,394	199,394
C-Professional Service Contracts					
E-Goods and Other Services		131,640	131,640	145,107	145,107
G-Travel					
J-Capital Outlays					
M-Inter Agency/Fund Transfers					
N-Grants, Benefits & Client Services					
P-Debt Service					
S-Interagency Reimbursements					
T-Intra-Agency Reimbursements					
9-					
Total:	\$0	\$788,822	\$788,822	\$922,322	\$922,322

III. B - Detail: *List FTEs by classification and corresponding annual compensation. Totals need to agree with total FTEs in Part I and Part IIIA*

Job Classification	Salary	FY 2018	FY 2019	2017-19	2019-21	2021-23
Assistant State Auditor 3	57,144		0.9	0.5	0.9	0.9
Assistant State Auditor 5	67,884		0.1	0.1	0.1	0.1
Audit Manager	93,384		0.1	0.1	0.1	0.1
Mgmt / Other	68,200		1.3	0.7	0.8	0.8
Performance Auditor 2	69,648		1.5	0.8	0.8	0.8
Performance Auditor 1	58,548		1.5	0.8	0.8	0.8
Principal Performance Auditor	104,304		0.6	0.3	0.3	0.3
Senior Performance Auditor	90,648		0.9	0.5	0.5	0.5
Total FTE's	609,760		6.9	3.5	4.2	4.2

Part IV: Capital Budget Impact

Part V: New Rule Making Required

Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.

Individual State Agency Fiscal Note

Bill Number: 5864 S SB	Title: Ending homelessness	Agency: 103-Department of Commerce
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Part I: Estimates

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No Fiscal Impact

Estimated Cash Receipts to:

ACCOUNT	FY 2018	FY 2019	2017-19	2019-21	2021-23
Home Security Fund Account-State 10B-1	129,537	129,537	259,074	29,605,022	14,834,895
Total \$	129,537	129,537	259,074	29,605,022	14,834,895

Estimated Expenditures from:

	FY 2018	FY 2019	2017-19	2019-21	2021-23
FTE Staff Years	9.4	10.3	9.9	15.0	14.9
Account					
General Fund-State 001-1	1,475,231	1,218,339	2,693,570	2,084,668	2,691,049
Home Security Fund Account-State 10B-1	129,537	129,537	259,074	29,605,022	14,834,895
Total \$	1,604,768	1,347,876	2,952,644	31,689,690	17,525,944

Estimated Capital Budget Impact:

NONE

This bill was identified as a proposal governed by the requirements of RCW 43.135.031 (Initiative 960). A fiscal analysis was prepared to show the projected ten-year cost to tax or fee payers of the proposed taxes or fees. The ten-year projection can be viewed at

<http://www.ofm.wa.gov/tax/default.asp>

The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.

Check applicable boxes and follow corresponding instructions:

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- ☐ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).
- ☐ Capital budget impact, complete Part IV.
- ☐ Requires new rule making, complete Part V.

Legislative Contact:	Phone:	Date: 03/21/2017
Agency Preparation: Sharlene Hickman	Phone: 360-725-2935	Date: 03/24/2017
Agency Approval: Martin McMurry	Phone: 360-725-2710	Date: 03/24/2017
OFM Review: Shane Hamlin	Phone: (360) 902-0547	Date: 04/04/2017

Part II: Narrative Explanation

II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

Briefly describe by section number, the significant provisions of the bill, and any related workload or policy assumptions, that have revenue or expenditure impact on the responding agency.

Differences between the substitute bill and the proposed substitute bill;

Section 204 added that grants must fund street youth services. Grants that fund street youth services must report on a monthly basis the following:

Number of youth that received services; how many youth received a referral to a crisis residential shelter, HOPE center, or other shelter;

-How many were reunited with their families or referred to the department of social and health service to include child abuse or neglect.

-Other data that documents a successful outcome.

-Annual report to the governor and appropriated committees and the legislature

-Added that the office of homeless youth prevention and program shall provide management, oversight guidance and direction to street youth services and independent youth housing programs.

-Removed language that states it is unlawful for any person upon any private property without written consent of the property owner.

Section 303 removed this language - by January 1, 2024, there must not be any authorized or unauthorized encampments as there will be an adequate supply of housing eliminating the need for such encampments.

Section 409 added exemptions to recording surcharge documents recording a water-sewer district lien or satisfaction of a lien for delinquent utility payments.

Section 411 changed the requirements regarding which local governments must apply to the Washington State Quality Award program.

Summary of the substitute bill:

Section 202 requires the department to provide monthly reporting to the Legislature on two measures of youth homelessness. Requires the department to ensure that all services for minors are provided in a location separate from adults, including young adults.

Section 203 requires annual submission of a report containing recommendations to the Legislature, working with advisory boards and stakeholder to develop and finalize recommendations, and publish report.

Section 204 requires that grants must fund housing, family reconciliation or street youth services. Requires the Office of Homeless Youth grant recipients to report data to Office of Homeless Youth:

-Number of youth that received services; how many youth received a referral to a crisis residential shelter, HOPE center, or other shelter;

-How many were reunited with their families or referred to the department of social and health service to include child abuse or neglect.

-Other data that documents a successful outcome.

-Annual report to the governor and appropriated committees and the legislature

-Added that the office of homeless youth prevention and program shall provide management, oversight guidance and direction to street youth services and independent youth housing programs.

Section 205 Requires Commerce to develop a system to share Homeless Management Information System (HMIS) data with local law enforcement and the Department of Social and Health Services

Section 301 Legislature finds that shelter must be made available to homeless people and data on the number of available shelter beds must be collected daily. Law enforcement must direct people living in unauthorized encampments to shelter and other resources.

Section 303 Adds new section to 43.185C. Requires Commerce to provide a daily report on the number of homeless beds available, for use by law enforcement and local governments searching for beds to place people in.

Section 304 Adds new section to 43.185C. Requires all local governments that allow encampments to authorize as many encampment spaces as necessary to house all people experiencing homelessness. Requires all cities in state's largest county to authorize as many encampments as needed to house all people experiencing homeless in those cities. Requires the largest city in the third most populous county to authorize enough encampment spaces to house all of that city's homeless population. The department is required to approve all encampments, after providing neighborhood notification and holding public hearings.

Section 402 Amends RCW 43.185C.030. Amends section to add HUD data elements.

Section 403 requires the department to: 1) update the homeless housing strategic plan, and add specific elements to the plan; 2) evaluate local efforts to meet goals; and 3) requires changes to local plans as needed to meet goals as a condition of receiving state funding.

Section 404 Amends 43.185C.070. Grants can only be awarded to programs addressing the root causes of homelessness, preventing homelessness and collecting data and information on homeless individuals.

Section 405 Amends 43.185C.160. Counties must develop five-year plans and submit to the department by December 2018. Updated plans are due every five years. Plans must have goals for reducing the number of people homeless and an implementation plan to achieve goals over five year periods. Plans must also have a plan to reduce youth homelessness consistent with the office of homeless youth strategies.

Section 406 Amends RCW 43.185C.170 The Interagency Council on Homelessness (ICH) must respond to state and local legislative and policy recommendations included in the state and local plans. The ICH must annually present to the legislature its strategy for addressing the issues and include a report.

Section 407 New section to 43.185C Update on the homeless housing strategic plan, point in time count data and new reporting measures by fiscal year due February 1 each year. Local governments must submit an annual progress report to Commerce that is posted on the Commerce website. Commerce must post local government spending data. If a local government fails to report or provides an inadequate report, Commerce can redirect funding. Concerns (NOTE: This is a new reporting section and does not replace other reporting sections in RCW 43.185C so there would be duplicative requirements and reporting periods with different deadlines.)

Section 408 Eliminates the current county authority to retain up to five percent of the total fees collected, and replaces it with the authority to retain six percent.

Section 409 Maintains the document recording fee collected under RCW 36.22.179 at the current level of \$40 per document through 2022, at which point it will decline to \$10. (Under current law, the fee is scheduled to decline from the current level of \$40 to \$10 in 2019.) This Section also reduces the administrative funds that may be held back by the county from eight percent to six percent.

Section 410 adds data collection and local distribution as allowable administrative costs.

Section 411 Changes the reporting period from calendar year to fiscal year for all reporting related to document recording fee uses and expenditures as documented in 43.185C.240.

Section 501 and 502 Requires Commerce to award a total of \$100,000 to five housing authorities and five community action agencies to implement a quality management system and submit applications to the Washington Quality Awards program.

Section 503 Requires an audit of the effectiveness and efficiency of Commerce's state homeless programs every two years.

II. B - Cash receipts Impact

Briefly describe and quantify the cash receipts impact of the legislation on the responding agency, identifying the cash receipts provisions by section number and when appropriate the detail of the revenue sources. Briefly describe the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explain how workload assumptions translate into estimates. Distinguish between one time and ongoing functions.

Section 409-Documents Recording Surcharge

This section exempts liens recorded by water-sewer districts from the surcharge. Data pulled from Clark, King and Snohomish counties for the month of October 2015 reflected 16,858 liens and releases of liens were recorded by special purpose districts related to delinquent utility service charges.

This section eliminates the existing retention of two percent of the surcharge for collection of the fee, increasing the share of funds remitted back to the state.

Under the existing law, the surcharge would reduce from \$40 to \$10 after June 30, 2019. Under this bill, the fee would continue at the current level of \$40 until July 1, 2022 then be reduced to \$10.

The reduction in documents subject to the surcharge plus elimination of retention of two percent for collection of the surcharge results in a net increase of \$129,537 each fiscal year FY 2018-22 to the state and a net increase of \$32,384 each fiscal year FY 2023 forward to the state.

Home Security Fund – 10B:

FY18-19: \$129,537 each fiscal year
FY20-22: \$14,802,511 each fiscal year
FY 2023 forward: \$32,384

II. C - Expenditures

Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.

Section 202 and Section 203 – Reporting, and monitoring

ASSUMPTIONS: The department to ensure all services for minors are provided in locations separate from adults, including young adults. It is assumed the department would monitor all homeless and housing programs in the state to ensure compliance. There are 1,200 programs in Commerce’s Housing Inventory Count.

PROGRAM ADMINISTRATION - \$320,000 in 2017-2019, \$420,000 in 2019-2023

The department estimates 0.75 FTE Commerce Specialist 3, and 1.0 FTE Commerce Specialist 2 monthly and annual reporting to the Legislature.

0.75 Commerce Specialist 3 is needed to identify and follow-up with grantees to correct errors in the data for the monthly report associated with the two measures of youth homelessness and would work with stakeholders, including the advisory board, to develop and finalize the recommendations, and complete the annual report.

1.0 FTE Commerce Specialist 2 is needed to ensure that all services for minors are provided in locations separate from adults.

The department assumes travel for four trips annually for each position (split between east and west of the state) for stakeholder engagement and feedback sessions. Standard goods, services and equipment (computers, desktops) apply. Based on the FY17 report, design and production costs for the annual report, these costs are included in the total Program Administration cost stated above.

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Section 204 – Office of Homeless Youth

No Fiscal Impact associated with the changes in this section.

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Section 205– Homeless Management Information System (HMIS)

ASSUMPTIONS: The department currently supports over 300 end users of the HMIS system with a team of three staff. Under this bill, there would be approximately 260 law enforcement agencies (with at least one user for each agency) and DSHS employees that need to be supported, resulting in new end users in HMIS.

PROGRAM ADMINISTRATION - \$782,000 in 2017-2019, \$669,000 in 2019-2021, and \$664,000 in 2021-2023

The department estimates 3.0 FTE Commerce Specialist 2’s in each fiscal year to provide training, technical

support, establishing accounts, monitoring user's data quality, manage agency agreements and meet reporting requirements for the users mentioned in the assumptions.

The department would enter into a contract with the HMIS software provider to add a curtailed data interface to the existing HMIS that limits data viewable by the new user types, restricted to align with the new users business needs. One-time cost in FY 2018.

The department assumes travel for six meetings, with two on the east and four on the west sides of the state. Standard goods, services and equipment (computers, desktops) apply.

Section 302 – Homeless shelter reporting

ASSUMPTIONS: The department assumes an interface is needed for the existing HMIS software for enhancements to provide a curtailed data interface for the additional users. This would allow users to update the number of beds available, and with a break out by basic population types.

PROGRAM ADMINISTRATION - \$363,000 in 2017-2019, \$258,000 in 2019-2021, and \$257,000 in 2021-2023

The department estimates 1.0 FTE Commerce Specialist 1 in each fiscal year to provide technical support to users, monitor daily usage, meet reporting requirements, and follow-up with the more than 1,000 projects (i.e. statewide homelessness efforts in the system) that will require daily updates to ensure accuracy.

Personal Service Contracts: The department would amend contract initiated from work provided in Section 206 with the HMIS software provider for an interface. This would allow data visibility on homeless shelter bed availability. One-time costs in FY18.

The department assumes travel and lodging 15 days per year throughout the state for technical assistance, training and data verification. Standard goods, services and equipment (computers, desktops) apply.

Section 303 - State standards for homeless encampments

ASSUMPTION: The long-term impact is indeterminate and depends on the number of jurisdictions that would be required to authorize new encampments and the number of encampments authorized. Estimates for startup include the following:

PROGRAM ADMINISTRATION - \$755,000 in 2017-2019, \$386,000 in 2019-2021, and \$381,000 in 2021-2023

Initial startup workload would require at least 2.0 FTE Commerce Specialist 3s and 1.0 FTE Commerce Specialist 2 to develop new state health and safety standards, inventory city authorized encampments statewide, manage notification and hearings, develop authorization protocols and manage the two audits in this section.

After startup work is completed during first biennium, the FTE would be reduced to 1.0 FTE Commerce Specialist 3 and 0.5 FTE Commerce Specialist 2.

The department assumes travel and lodging 15 days per year throughout the state for technical assistance, training on new standards, encampment visits, and public hearings. Standard goods, services and equipment (computers, desktops) apply.

Section 403-405 – Planning, analysis and performance reporting

Existing staff capacity would be used to update the state plan, report performance measures, and evaluate local performance and determine eligibility for state funds.

Section 406 – Interagency Council on Homelessness (ICH) policy recommendations

PROGRAM ADMINISTRATION - \$57,000 in 2017-2019, \$53,000 in 2019-2021, and \$51,000 in 2021-2023

Currently, the department provides minimal staff support to the ICH. The department estimates a 0.25 FTE Commerce Specialist 3 to staff the ICH and to work with agencies to analyze proposals for review by the Council.

Six days of travel per fiscal year are estimated to attend the ICH meetings. This includes motor pool vehicle use and per diem for meeting in the Seattle area. Standard goods and services apply.

Section 409 – Document recording surcharge

ASSUMPTIONS: Under current law, the document recording surcharge (fee) reverts back to \$10 beginning in FY20. The department assumes that if the document recording fee is maintained at current levels of \$40 through 2022, no change in grants or staffing is necessary. These costs are consistent with the current administrative costs.

Funds would pass through locally to provide services through the department’s Consolidated Homeless Grant Program. The department would accomplish this with current staffing levels and would continue all current legal obligations for program.

PROGRAM ADMINISTRATION – \$728,000 in FY20, \$692,000 in FY21 and \$1.35 million in FY21-23.

Due to the change in this bill around the amount of administration that is held locally, more money will be available for grants to be issued by the state under current law and into the future:

GRANTS AND CLIENT SERVICES - \$259,000 in FY17-19, \$28.2 million in FY19-21, \$14.1 million in FY22, with a reduction beginning in FY23 (when the surcharge would expire.)

Section 501 and 502 - Quality

PROGRAM ADMINISTRATION - \$113,000 FY18

The department estimates 0.25 FTE Commerce Specialist 3 for six months in FY18 is required to implement and manage grants to five housing authorities and five community action agencies to implement a quality management system and submit applications to the Washington Quality Awards program.

Section 503 – Support related to audits

ASSUMPTION: Estimates are based on the amount of time that was required by five staff in providing support and serving as subject matter experts related to a 2016 performance audit on homeless programs.

PROGRAM ADMINISTRATION - \$304,000 in 2017-2019, \$300,000 in 2019-2021, and \$298,000

The department estimates that a 1.0 FTE WMS 2 Program Manager is needed collect compliance information, develop reports, extract financial data, arrange meetings with grantees, answer questions from auditors, maintain internal processes and procedures associated with the audit process, and work with a variety of internal and external stakeholders.

The department estimates six days of travel per fiscal year to attend meetings with contractors, stakeholders and other agencies. Travel includes motor pool vehicle use, per diem and lodging. Standard goods and services apply.

Summary of estimated costs:

FY18: \$1.6 million
FY19: \$1.3 million
FY20: \$15.8 million
FY21: \$15.9 million
FY22: \$15.8 million
FY23: \$1.7 million

Part III: Expenditure Detail

III. A - Expenditures by Object Or Purpose

	FY 2018	FY 2019	2017-19	2019-21	2021-23
FTE Staff Years	9.4	10.3	9.9	15.0	14.9
A-Salaries and Wages	603,861	656,555	1,260,416	1,833,240	1,833,240
B-Employee Benefits	229,150	250,552	479,702	706,196	706,196
C-Professional Service Contracts	200,000		200,000		
E-Goods and Other Services	273,068	282,828	555,896	873,894	827,585
G-Travel	19,152	23,404	42,556	46,808	46,808
J-Capital Outlays	50,000	5,000	55,000	44,040	1,404
M-Inter Agency/Fund Transfers					
N-Grants, Benefits & Client Services	229,537	129,537	359,074	28,185,512	14,110,711
P-Debt Service					
S-Interagency Reimbursements					
T-Intra-Agency Reimbursements					
9-					
Total:	\$1,604,768	\$1,347,876	\$2,952,644	\$31,689,690	\$17,525,944

III. B - Detail: *List FTEs by classification and corresponding annual compensation. Totals need to agree with total FTEs in Part I and Part IIIA*

Job Classification	Salary	FY 2018	FY 2019	2017-19	2019-21	2021-23
Administrative Services - Indirect	69,552	0.2	0.4	0.3	0.9	0.8
Commerce Specialist 1	51,410	4.0	5.0	4.5	5.5	5.5
Commerce Specialist 2	59,605	4.2	3.9	4.1	7.4	7.4
Commerce Specialist 3	69,106				0.1	0.1
EMS Band 2	101,600	1.0	1.0	1.0	1.0	1.0
WMS Band 1	85,561				0.1	0.1
WMS Band 2	101,600					
Total FTE's	538,434	9.4	10.3	9.9	15.0	14.9

Part IV: Capital Budget Impact

None.

Part V: New Rule Making Required

Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.

None.

Section 202/203	FY18	FY19	FY20	FY21	FY22	FY23
FTE's	0.8	1.8	1.8	1.8	1.8	1.8
A - Salaries	51,830	111,435	111,435	111,435	111,435	111,435
B - Benefits	19,327	43,306	43,306	43,306	43,306	43,306
C - Professional Service Contracts						
E - Goods & Services	27,465	49,837	48,837	49,118	49,118	48,837
G - Travel	1,055	5,307	5,307	5,307	5,307	5,307
J - Equipment	5,000	5,000		1,404	1,404	
N-Grant, Benefits & Client Services						
Total	104,677	214,885	208,885	210,570	210,570	208,885

Section 204	FY18	FY19	FY20	FY21	FY22	FY23
FTE's						
A - Salaries	-	-	-	-	-	-
B - Benefits	-	-	-	-	-	-
C - Professional Service Contracts	-	-	-	-	-	-
E - Goods & Services	-	-	-	-	-	-
G - Travel	-	-	-	-	-	-
J - Equipment	-	-	-	-	-	-
N-Grant, Benefits & Client Services	-	-	-	-	-	-
Total	-	-	-	-	-	-

*Note: Department assumes funds for the Street Youth Proviso would be directed for new activities required in Section 204

Section 205	FY18	FY19	FY20	FY21	FY22	FY23
FTE's	3.0	3.0	3.0	3.0	3.0	3.0
A - Salaries	178,815	178,815	178,815	178,815	178,815	178,815
B - Benefits	71,939	71,939	71,939	71,939	71,939	71,939
C - Professional Service Contracts	100,000					
E - Goods & Services	82,565	79,315	79,315	80,157	79,315	79,315
G - Travel	1,739	1,739	1,739	1,739	1,739	1,739
J - Equipment	15,000			4,212		
N-Grant, Benefits & Client Services						
Total	450,058	331,808	331,808	336,862	331,808	331,808

Section 302	FY18	FY19	FY20	FY21	FY22	FY23
FTE's	1.0	1.0	1.0	1.0	1.0	1.0
A - Salaries	69,106	69,106	69,106	69,106	69,106	69,106
B - Benefits	25,769	25,769	25,769	25,769	25,769	25,769
C - Professional Service Contracts	100,000					
E - Goods & Services	30,663	29,413	29,413	29,694	29,413	29,413
G - Travel	4,049	4,049	4,049	4,049	4,049	4,049
J - Equipment	5,000			1,404		
N-Grant, Benefits & Client Services						
Total	234,587	128,337	128,337	130,022	128,337	128,337

Section 303	FY18	FY19	FY20	FY21	FY22	FY23
FTE's	3.3	3.3	1.6	1.6	1.6	1.6
A - Salaries	197,817	197,817	98,909	98,909	98,909	98,909
B - Benefits	75,517	75,517	37,759	37,759	37,759	37,759
C - Professional Service Contracts						
E - Goods & Services	88,504	85,504	43,741	44,583	43,741	43,741
G - Travel	9,881	9,881	9,881	9,881	9,881	9,881
J - Equipment	15,000			4,212		
N-Grant, Benefits & Client Services						
Total	386,719	368,719	190,290	195,344	190,290	190,290

Section 406	FY18	FY19	FY20	FY21	FY22	FY23
FTE's	0.2	0.2	0.2	0.2	0.2	0.2
A - Salaries	13,821	13,821	13,821	13,821	13,821	13,821
B - Benefits	5,154	5,154	5,154	5,154	5,154	5,154
C - Professional Service Contracts						
E - Goods & Services	6,857	5,857	5,857	6,138	5,857	5,857
G - Travel	682	682	682	682	682	682
J - Equipment	5,000			1,404		
N-Grant, Benefits & Client Services						
Total	31,514	25,514	25,514	27,199	25,514	25,514

Section 408/409	FY18	FY19	FY20	FY21	FY22	FY23
FTE's			6.4	6.3	6.3	6.3
A - Salaries			358,973	358,973	358,973	358,973
B - Benefits			140,304	140,304	140,304	140,304
C - Professional Service Contracts						
E - Goods & Services			198,433	192,523	192,523	154,651
G - Travel						
J - Equipment			30,000			
N-Grant, Benefits & Client Services	129,537	129,537	14,074,801	14,110,711	14,110,711	
Total	129,537	129,537	14,802,511	14,802,511	14,802,511	653,928

Sections 501/502	FY18	FY19	FY20	FY21	FY22	FY23
FTE's	0.1					
A - Salaries	6,911	-	-	-	-	-
B - Benefits	2,577	-	-	-	-	-
C - Professional Service Contracts		-	-	-	-	-
E - Goods & Services	3,112	-	-	-	-	-
G - Travel		-	-	-	-	-
J - Equipment		-	-	-	-	-
N-Grant, Benefits & Client Services	100,000	-	-	-	-	-
Total	112,600	-	-	-	-	-

Section 503	FY18	FY19	FY20	FY21	FY22	FY23
FTE's	1.0	1.0	1.0	1.0	1.0	1.0
A - Salaries	85,561	85,561	85,561	85,561	85,561	85,561
B - Benefits	28,867	28,867	28,867	28,867	28,867	28,867
C - Professional Service Contracts						
E - Goods & Services	33,902	32,902	32,902	33,183	32,902	32,902
G - Travel	1,746	1,746	1,746	1,746	1,746	1,746
J - Equipment	5,000			1,404		
N-Grant, Benefits & Client Services						
Total	155,076	149,076	149,076	150,761	149,076	149,076

All Sections	FY18	FY19	FY20	FY21	FY22	FY23
FTE's	9.4	10.3	15.0	14.9	14.9	14.9
A - Salaries	603,861	656,555	916,620	916,620	916,620	916,620
B - Benefits	229,150	250,552	353,098	353,098	353,098	353,098
C - Professional Service Contracts	200,000	-	-	-	-	-
E - Goods & Services	273,068	282,828	438,498	435,396	432,869	394,716
G - Travel	19,152	23,404	23,404	23,404	23,404	23,404
J - Equipment	50,000	5,000	30,000	14,040	1,404	-
N-Grant, Benefits & Client Services	229,537	129,537	14,074,801	14,110,711	14,110,711	-
Total	1,604,768	1,347,876	15,836,421	15,853,269	15,838,106	1,687,838
10B Revenue	129,537	129,537	14,802,511	14,802,511	14,802,511	32,384
GFS	1,475,231	1,218,339	1,033,910	1,050,758	1,035,595	1,655,454

FTEs for 5864 SSB	FY18	FY19	FY20	FY21	FY22	FY23
Administrative Indirect	0.2	0.4	0.9	0.8	0.8	0.8
CS1	-	-	-	-	-	-
CS2	4.0	5.0	5.5	5.5	5.5	5.5
CS3	4.2	3.9	7.4	7.4	7.4	7.4
EMS B2	-	-	0.1	0.1	0.1	0.1
WMS B1	1.0	1.0	1.0	1.0	1.0	1.0
WMS B2	-	-	0.1	0.1	0.1	0.1
	9.4	10.3	15.0	14.9	14.9	14.9

Individual State Agency Fiscal Note

Bill Number: 5864 S SB	Title: Ending homelessness	Agency: 300-Department of Social and Health Services
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Part I: Estimates

☐

No Fiscal Impact

Estimated Cash Receipts to:

ACCOUNT	FY 2018	FY 2019	2017-19	2019-21	2021-23
General Fund-Federal 001-2	1,840,068	1,620,316	3,460,384	3,691,374	4,142,116
Total \$	1,840,068	1,620,316	3,460,384	3,691,374	4,142,116

Estimated Expenditures from:

	FY 2018	FY 2019	2017-19	2019-21	2021-23
FTE Staff Years	252.2	252.2	252.2	252.2	252.2
Account					
General Fund-State 001-1	27,879,188	26,191,155	54,070,343	52,922,211	53,462,112
General Fund-Federal 001-2	1,840,068	1,620,316	3,460,384	3,691,374	4,142,116
Total \$	29,719,256	27,811,471	57,530,727	56,613,585	57,604,228

Estimated Capital Budget Impact:

NONE

This bill was identified as a proposal governed by the requirements of RCW 43.135.031 (Initiative 960). A fiscal analysis was prepared to show the projected ten-year cost to tax or fee payers of the proposed taxes or fees. The ten-year projection can be viewed at

<http://www.ofm.wa.gov/tax/default.asp>

The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.

Check applicable boxes and follow corresponding instructions:

- ☒ If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.
- ☐ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).
- ☐ Capital budget impact, complete Part IV.
- ☒ Requires new rule making, complete Part V.

Legislative Contact:	Phone:	Date: 03/21/2017
Agency Preparation: Mickie Coates	Phone: 360-902-8077	Date: 03/27/2017
Agency Approval: Judy Fitzgerald	Phone: 360-902-8174	Date: 03/27/2017
OFM Review: Rayanna Williams	Phone: (360) 902-0553	Date: 03/31/2017

Part II: Narrative Explanation

II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

Briefly describe by section number, the significant provisions of the bill, and any related workload or policy assumptions, that have revenue or expenditure impact on the responding agency.

Section 101 – A runaway and unaccompanied homeless child is to be considered neglected and every effort must be made to reunify the child with his or her family or guardian. If family reunification is not possible, the child must be screened in for services by the Department of Social and Health Services (DSHS).

Section 102 – Requires the DSHS to biennially inspect licensed facilities that provide shelter to unaccompanied homeless youth, with the results of the inspections provided to the Office of Homeless Youth Prevention and Protection Programs and the Legislature.

Section 103 – Subject to the availability of amounts appropriated for this specific purpose, DSHS must develop a process to locate unaccompanied homeless children with the primary goal of returning the child to his or her parent(s) or legal guardian(s). This process must include locating dependent children missing from care. When a report of a runaway or an unaccompanied homeless child is made to DSHS, DSHS must locate the child. At a minimum, DSHS must:

- Track reports of unaccompanied homeless children on a daily basis
- Track the daily living situation of homeless children. The tracking process must include whether DSHS has screened in and accepted the child for services and whether the child is a dependent.
- Track the length of time it takes from identifying an unaccompanied homeless youth to the time the child is returned home or placed in safe long-term care through the dependency process
- Information from the child as to why the child ran away from home
- Information from the child's parent(s) or legal guardian(s) as to why they believe the child ran away from home
- Track whether the parent or legal guardian refuses to maintain custody of the child
- Ensure data collected is sortable by city and county
- Determine why a child ran away from home or how the child became an unaccompanied homeless youth
- Make the above data available to the legislature on a monthly basis

Section 201 – It is the goal of the Legislature that by July 1, 2018, every homeless youth discharged from the public system of care must not be discharged into homelessness.

II. B - Cash receipts Impact

Briefly describe and quantify the cash receipts impact of the legislation on the responding agency, identifying the cash receipts provisions by section number and when appropriate the detail of the revenue sources. Briefly describe the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explain how workload assumptions translate into estimates. Distinguish between one time and ongoing functions.

A portion of the costs to implement this bill will be funded with federal Title IV-E funds.

II. C - Expenditures

Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.

In its 2016 "Office of Homeless Youth Prevention and Protection Programs" report, the Department of Commerce identifies 5,788 unaccompanied, homeless youth in schools. The report further identifies that 77 percent (4,456) of these youth are under the age of 18. It is estimated that 338 of these are dependents, resulting in 4,118 (4,456 – 338) youth who will require CA response under passage of this bill. It is assumed that all of

these youth will be referred to CA as they will be known to those individuals identified in RCW 26.44.030 who are mandated to report children who have suffered abuse or neglect. CA estimates an additional 252.2 FTEs will be needed to meet the requirements specified in this bill for the 4,118 runaway/unaccompanied homeless children. Total staff costs are estimated at \$26,209,000 in Fiscal Year 2018 and \$25,389,000 in Fiscal Year 2019 and beyond. See attached document for detail of FTEs and related costs. These estimates include increased facilities and equipment costs to accommodate the growth in staff.

CA assumes that of the 4,118 children, 25 percent (1,030) will be screened in for services. Of the children screened in, it is estimated that 15 percent (154) will receive Foster Care services. Total cost for these services is estimated at \$1,868,000 per year. It is assumed the remaining 876 (1,030 – 154) children will receive Family Assessment Response (FAR) services. Total cost for these services is estimated at \$224,000 per year. It is further estimated that 75 percent of those who enter foster care will eventually receive (115 = 154 * .75) Extended Foster Care services. Total annual cost for 115 youth in Extended Foster Care is estimated at \$1,321,000 per year. It is assumed the Extended Foster Care caseload will increase to a total growth of 115 over a period of four years, beginning in 2019. See attachment for detail on foster care services and costs.

Significant changes will be needed to CA information technology (IT) systems in order to fulfill the requirements of this bill. Total IT systems costs are estimated at \$1,418,000 in Fiscal Year 2018. See attached document for detail on IT systems costs.

Part III: Expenditure Detail

III. A - Expenditures by Object Or Purpose

	FY 2018	FY 2019	2017-19	2019-21	2021-23
FTE Staff Years	252.2	252.2	252.2	252.2	252.2
A-Salaries and Wages	14,164,000	14,592,000	28,756,000	29,184,000	29,184,000
B-Employee Benefits	5,865,000	6,128,000	11,993,000	12,256,000	12,256,000
C-Professional Service Contracts	1,418,000		1,418,000		
E-Goods and Other Services	3,117,000	3,120,000	6,237,000	6,240,000	6,240,000
G-Travel	716,000	716,000	1,432,000	1,432,000	1,432,000
J-Capital Outlays	1,514,000		1,514,000		
M-Inter Agency/Fund Transfers					
N-Grants, Benefits & Client Services	2,092,256	2,422,471	4,514,727	5,835,585	6,826,228
P-Debt Service	76,000	76,000	152,000	152,000	152,000
S-Interagency Reimbursements					
T-Intra-Agency Reimbursements	757,000	757,000	1,514,000	1,514,000	1,514,000
9-					
Total:	\$29,719,256	\$27,811,471	\$57,530,727	\$56,613,585	\$57,604,228

III. B - Detail: List FTEs by classification and corresponding annual compensation. Totals need to agree with total FTEs in Part I and Part IIIA

Job Classification	Salary	FY 2018	FY 2019	2017-19	2019-21	2021-23
Office Assistant 3	37,000	31.5	31.5	31.5	31.5	31.5
Secretary Senior	38,600	1.0	1.0	1.0	1.0	1.0
Social and Health Program Constnt	61,500	1.0	1.0	1.0	1.0	1.0
2						
Social Service Specialist 3	60,000	193.9	193.9	193.9	193.9	193.9
Social Service Specialist 4	68,000	24.8	24.8	24.8	24.8	24.8
Total FTE's	265,100	252.2	252.2	252.2	252.2	252.2

III. C - Expenditures By Program (optional)

Program	FY 2018	FY 2019	2017-19	2019-21	2021-23
Children's Administration (00)	29,719,256	27,811,471	57,530,727	56,613,585	57,604,228
Total \$	29,719,256	27,811,471	57,530,727	56,613,585	57,604,228

Part IV: Capital Budget Impact

Part V: New Rule Making Required

Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.

New and amended rules may be needed to implement this legislation.

DSHS Staffing and Fiscal Note Model

(last update June 2016)

Link other working spreadsheets to this page for additional information / costs.

Fiscal Year	FTE	Object A	Object B	Object C	Object E	Object ED	Object G	Object J	Object N	Object P	Object T	Object TZ	Total
Total Fiscal Year 1	252.3	14,164,000	5,865,000		1,531,000	1,586,000	716,000	1,514,000		76,000	0	757,000	26,209,000
Total Fiscal Year 2	252.3	14,592,000	6,128,000		1,534,000	1,586,000	716,000	0		76,000	0	757,000	25,389,000
Biennial Total	252.3	28,756,000	11,993,000	0	3,065,000	3,172,000	1,432,000	1,514,000	0	152,000	0	1,514,000	51,598,000

Source of Funds					
Fund	EA Type	Source	% of Total	Fiscal Year 1	Fiscal Year 2
001	1	State	98.00%	25,685,000	24,881,000
001	2	Federal	2.00%	524,000	508,000
001	7	Local	0.00%	0	0
Total each Fiscal Year				26,209,000	25,389,000
Biennial Total					51,598,000
Link to OFM Fund Reference Manual: http://www.ofm.wa.gov/fund/default.asp					
Federal Detail					
Fund	Federal Type	Source	% of Total	Fiscal Year 1	Fiscal Year 2
001	0	SSBG	0.00%	0	0
001	A	Fam	2.00%	524,000	508,000
001	C	Med	0.00%	0	0
001	D	TANF	0.00%	0	0
001	2	Other	0.00%	0	0

Federal Detail percentages are defaulting to the 2017-19 Compensation Impact Model (CIM) Percentages.

	State	Federal	Total
2018	27,879,188	1,840,068	29,719,256
2019	26,251,144	1,670,398	27,921,542
2020	26,491,100	1,870,728	28,361,828
2021	26,731,056	2,071,058	28,802,114
2022	26,971,011	2,271,389	29,242,400
2023	26,971,011	2,271,389	29,242,400

2017-19 Staffing Model Input Worksheet

Program 010 - Childrens Administration

Get Positions for Current Program Get Union and Step Lists per Position Set current row to manual

Input Information Job Class / Salary Question? Use this link to access DES Human Resources information: <http://www.dop.wa.gov/CompClass/JobClassesSalaries/Pages/default.aspx>

Title	Union	Range	Step	FY 1 Monthly	FY 2 Monthly	Risk	FTEs		# of Months		Travel	New Equipment		Building Lease	
				Salary	Salary		FY 1	FY 2	FY 1	FY 2		FY 1	FY 2	FY 1	FY 2
1															
2 SOCIAL SERVICE SPECIALIST 3	Washington Federation of State Employee	51	L	4,857	5,004	4902-00	193.9	193.9	12	12	High	Yes	No	Yes	Yes
3 SOCIAL SERVICE SPECIALIST 4	Washington Federation of State Employee	56	L	5,493	5,659	4902-00	24.8	24.8	12	12	Medium	Yes	No	Yes	Yes
4 OFFICE ASSISTANT 3	Washington Federation of State Employee	31	L	2,984	3,074	4902-00	31.5	31.5	12	12	Low	Yes	No	Yes	Yes
5 SECRETARY SENIOR	Washington Federation of State Employee	33	L	3,123	3,217	4902-00	1.0	1.0	12	12	Low	Yes	No	Yes	Yes
6 SOCIAL & HEALTH PROGRAM CONSULTANT 2	Washington Federation of State Employee	52	L	4,977	5,127	4902-00	1.0	1.0	12	12	High	Yes	No	Yes	Yes
7	Non-Represented State Employees		D			4902-00					Medium	No	No	No	No
8	Non-Represented State Employees		D			4902-00					Medium	No	No	No	No
9	Non-Represented State Employees		D			4902-00					Medium	No	No	No	No
						4902-00					Medium	No	No	No	No

Note: To insert more rows - Select the yellow row above, right click the row, click copy, right click the row again, then click insert-copied-cells. Formulas will update automatically. Click "Get Union and Step Lists per Position" and rows will be inserted automatically in the sections below.

FY1 Results Benefit Question? Use this link to access OFM Allotment Instructions: <http://www.ofm.wa.gov/budget/instructions/allotment.asp>

Fiscal Year 1	A	B	E	ED	G	J	P	T	TZ	Total
1								Use		
2 SOCIAL SERVICE SPECIALIST 3	11,302,433	4,584,287	1,179,807	1,219,369	698,112	1,163,520	58,176	for CMO	581,760	20,787,464
3 SOCIAL SERVICE SPECIALIST 4	1,634,882	625,766	152,223	155,958	8,929	148,815	7,441	CIBS,	74,408	2,808,421
4 OFFICE ASSISTANT 3	1,129,265	611,276	186,907	198,303	5,677	189,220	9,461	and	94,610	2,424,718
5 SECRETARY SENIOR	37,476	19,540	5,938	6,288	180	6,000	300	RBCs	3,000	78,723
6 SOCIAL & HEALTH PROGRAM CONSULTANT 2	59,724	23,919	6,094	6,288	3,600	6,000	300	if costs	3,000	108,925
7								are		
8								charge		
9								charge		
								charge		
								back		
	14,163,780	5,864,788	1,530,969	1,586,206	716,498	1,513,555	75,678		756,778	26,208,251

FY2 Results

Fiscal Year 2	A	B	E	ED	G	J	P	T	TZ	Total
1								Use		
2 SOCIAL SERVICE SPECIALIST 3	11,644,508	4,788,959	1,182,201	1,219,369	698,112		58,176	for CMO	581,760	20,173,086
3 SOCIAL SERVICE SPECIALIST 4	1,684,288	653,189	152,569	155,958	8,929		7,441	CIBS	74,408	2,736,782
4 OFFICE ASSISTANT 3	1,163,325	640,635	187,145	198,303	5,677		9,461	and	94,610	2,299,155
5 SECRETARY SENIOR	38,604	20,470	5,946	6,288	180		300	RBCs	3,000	74,788
6 SOCIAL & HEALTH PROGRAM CONSULTANT 2	61,524	24,981	6,107	6,288	3,600		300	if costs	3,000	105,800
7								are		
8								charge		
9								charge		
								charge		
								back		
	14,592,249	6,128,235	1,533,969	1,586,206	716,498		75,678		756,778	25,389,611

Children's Administration - SB 5864

See Staffing Model		Assumptions
Classification	Number	4,456 runaways of which 338 are already dependents = 4,118 runaways requiring a response
SS3	10.7	CPS/FVS/FRS can have 8 new intakes per month
SS4	1.3	Supervisors (1:8)
OA3	1.8	Clerical (1:6)
Total Intake	13.8	
SS3	8.6	Assumes 15 percent of the intakes end up in out of home care
SS4	1.1	Supervisors (1:8)
OA3	1.2	Clerical (1:6)
Total Out of Home Care	10.9	
SS3	164.7	Locators have new duties requiring additional staff.
SS4	20.6	Supervisors (1:8)
OA3	27.5	Clerical (1:6)
Total Locators	212.8	
SS3	3.5	DLR Licensing will have to do license new facilities to take youth brought into care under this act.
SHPC2	1.0	Existing licensing action will be impacted by the new definition neglect proposed under this bill.
SS4	1.0	
Sec Senior	1.0	
Total Licensors	6.5	
SS3	6.4	The 154 youth brought into dependency will be eligible for EFC. We assume that all of these youth will opt into EFC.
SS4	0.8	Supervisors (1:8)
OA3	1.1	Clerical (1:6)
Total Extended Foster Care	8.3	
Total:	252.2	
SS3	193.9	
SS4	24.8	
OA3	31.5	
Sec Senior	1.0	
SHPC2	1.0	
Total	252.2	

Client Services - Object N

State	Fed		monthly	annual
54.5%	45.5%	Foster Care	\$ 155,694.00	\$ 1,868,328.00
54.5%	45.5%	Extended Foster Care	\$ 110,071.50	\$ 1,320,858.00
50.0%	50.0%	FAR		\$ 224,256.00
			<u>\$ 265,765.50</u>	<u>\$ 3,413,442.00</u>

number of kids going into FC x avg cost of FC
number of kids going into FC x avg cost of FC
number of runaways less those going into FC

EFC

4,118 runaways* .25 = 1,030 (intakes)
154 = assume 15% of intakes receive Foster Care

Total State	\$	144,842.20	\$	1,850,000.00
Total Federal	\$	120,923.30	\$	1,563,000.00

Total	\$	265,765.50	\$	3,413,000.00
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	2018	2019	2020	2021	2022
Foster Care	1,868,000	1,868,000	1,868,000	1,868,000	1,868,000
Extended Foster Care		330,215	660,429	990,644	1,320,858
Family Assessment Resp*	224,256	224,256	224,256	224,256	224,256
Total Object N	2,092,256	2,422,471	2,752,685	3,082,900	3,413,101

Total State	1,130,188	1,310,155	1,490,122	1,670,089	1,850,056
Total Federal	962,068	1,112,316	1,262,563	1,412,811	1,563,058
Total	2,092,256	2,422,471	2,752,685	3,082,900	3,413,114

*FAR Costs: (1,030 - 154 = 876) youth will each receive two months FAR services (876 youth * \$256 per family = \$224,256)

IT Costs - Object C

IT impacts cost analysis breakdown: \$ 1,418,000.00

State Federal Total

75% 25%
\$ 1,064,000.00 \$ 354,000.00 \$ 1,418,000.00 \$ -

Changes to Intake – 1440 hrs x \$160 = \$230,400

3 Sprints = 6 weeks (using contractor hours 40hr/wk x 6 = 240 hr)

Development Team - 5 x 240 = 1200 hrs

1200 x .10 incident mngmt = 120 hrs

1200 x .10 project management – 120 hrs

Changes to IA/FAR - - 960 hrs x \$160 = \$153,600

2 Sprints = 4 weeks (using contractor hours 40hr/wk x 4 = 160 hr)

Development Team - 5 x 160 = 800

Incidents 800 x .10 = 80

PM 800 x .10 = 80

Missing From Care Module – 3840 hrs x \$160 = \$614,400

8 Sprints = 16 weeks (using contractor hours 40hr/wk x 16 = 640 hr)

Development Team - 5 x 640 = 3200

Incidents 3200 x .10 = 320

PM 3200 x .10 = 320

DLR – Provider Work – 1920 hrs x \$160 = \$307,200

4 Sprints = 8 weeks (using contractor hours 40hr/wk x 8 = 320 hr)

Development Team - 5 x 320 = 1600

Incidents 1600 x .10 = 160

PM 1600 x .10 = 160

DW/ETL and Report – 700 hrs x \$160 = \$112,000

DW/ETL = 400

Reports = 300

TOTAL IT COST ESTIMATE: \$1,417,600

LOCAL GOVERNMENT FISCAL NOTE

Department of Commerce

Bill Number: 5864 S SB

Title: Ending homelessness

Part I: Jurisdiction-Location, type or status of political subdivision defines range of fiscal impacts.

Legislation Impacts:

☒ Cities: Ordinance costs; encampment authorization.

☒ Counties: Revenue shift.

☐ Special Districts:

☐ Specific jurisdictions only:

☐ Variance occurs due to:

Part II: Estimates

☐ No fiscal impacts.

☐ Expenditures represent one-time costs:

☒ Legislation provides local option: All local governments not required to authorize homeless encampments, may do so. Encampments in public parks and other critical areas may be allowed only after a countywide public vote.

☒ Key variables cannot be estimated with certainty at this time: The additional capacity costs for each local government and county to meet increased reporting requirements. Number of homeless encampments. The number of jurisdictions authorizing homeless encampments.

Estimated revenue impacts to:

Jurisdiction	FY 2018	FY 2019	2017-19	2019-21	2021-23
County		(319,000)	(319,000)	(638,000)	(319,000)
TOTAL \$		(319,000)	(319,000)	(638,000)	(319,000)
GRAND TOTAL \$					(1,276,000)

Estimated expenditure impacts to:

Indeterminate Impact

Part III: Preparation and Approval

Fiscal Note Analyst: Renee Martine-Tebow	Phone: 360-725-5045	Date: 03/28/2017
Leg. Committee Contact:	Phone:	Date: 03/21/2017
Agency Approval: Steve Salmi	Phone: (360) 725 5034	Date: 03/28/2017
OFM Review: Shane Hamlin	Phone: (360) 902-0547	Date: 04/04/2017

Part IV: Analysis

A. SUMMARY OF BILL

Provide a clear, succinct description of the bill with an emphasis on how it impacts local government.

DIFFERENCES FROM PREVIOUS BILL VERSION:

This bill version removes the misdemeanor charges. It identifies new homeless encampment requirements for cities in the state.

SUMMARY OF CURRENT BILL VERSION:

This bill would preempt local government guidelines and regulations with regards to homeless encampments. An encampment of any kind, not specially authorized by the Department of Commerce (Commerce), would be prohibited. Before authorizing an encampment, Commerce must complete local public hearings. Encampments in public parks and other critical areas may be allowed only after a countywide public vote. Any local government that fails to provide adequate homeless encampment spaces would not receive any state funding for homeless programs.

Sec. 302 requires any public and privately owned homeless shelter housing homeless individuals to provide a daily report on the number of beds available that may be used by law enforcement officials and local governments.

Sec. 303 identifies new homeless encampment requirements for cities in the state.

-- By January 1, 2018, the ten largest cities in the state, as determined by Commerce, must identify on a map all unauthorized campsites in that jurisdiction. The map must be updated daily.

-- By July 1, 2018, the largest cities in the two most populous counties must authorize as many encampment spaces as necessary to house all of that city's homeless population and enforce unauthorized camping statutes.

-- By January 1, 2019, all unauthorized encampments must be closed down or that jurisdiction would not receive any state funding for homeless programs.

-- By July 1, 2019, all cities in the state's most populous county must authorize as many encampment spaces as necessary to house all of the city's homeless population.

-- By July 1, 2020, the largest city in the state's third most populous county must authorize as many encampment spaces as necessary to house all of the city's homeless population.

-- By July 1, 2021, any local government that enacts laws or ordinances permitting homeless encampments must authorize as many encampment spaces as necessary to house all of that local government's homeless population.

Sec. 303(10) requires local governments to report the following information to Commerce, on a daily basis, and to list the information on its website: (1) The number of unauthorized encampments; (2) the number of closed unauthorized encampments; (3) the total number of people in unauthorized encampments, emergency shelters, and transitional housing, as well as the number of entry and exits into such housing; and (4) the number of deaths in both authorized and unauthorized encampments.

Sec. 403 requires local governments to develop five-year plans and submit their plans to Commerce by December 1, 2018. Updated plans are due every five years. Based on the performance of local homeless housing programs in meeting their goals, Commerce may require changes in local governments' plans to be eligible for state funding.

Sec. 405 requires counties to develop five-year plans and to submit their plans to Commerce by December 1, 2018. Updated plans are due every five years. The plan must include a local homelessness reduction goal for the county and an implementation plan to achieve the goal over the five-year plan period. The plan must also have a specific and more aggressive goal and implementation plan to reduce youth homelessness in the county.

Sec. 408-410 reduces the portion of the document surcharge that may be used for collection and administrative costs. Up to 6 percent of the total revenue received by the county may be used for collection and administrative costs. Maintains the document recording fee collected under RCW 36.22.179 at the current level of \$40 per document through 2022, at which point it will decline to \$10. It also reduces the administrative funds that may be held back by the county from eight percent to six percent.

Sec. 411 requires any local governments in the five most populous counties, as determined by Commerce, that received any funds during the previous fiscal year from document recording surcharge funds, must apply to the Washington State Quality Award Program, or similar Baldrige assessment organization, for an independent assessment. After submitting an application, a local government is required to reapply at least every two years.

B. SUMMARY OF EXPENDITURE IMPACTS

Briefly describe and quantify the expenditure impacts of the legislation on local governments, identifying the expenditure provisions by section number, and when appropriate, the detail of expenditures. Delineate between city, county and special district impacts.

This bill would have an indeterminate impact for four reasons: (1) The number of encampments that must be authorized is unknown. (2) There would be indeterminate costs for a countywide vote. It is unclear how many or which local governments would choose to authorize homeless encampments in public parks and other critical areas. (3) There would be indeterminate costs for those identified cities to determine the number of encampment spaces required and to authorize all required homeless encampments. (4) The most significant costs for the homeless housing strategic plans would be relative to the additional staff time necessary to provide an annual report documenting homeless housing goal outcomes, and to provide an accounting of the revenues and expenditures used to achieve progress in combatting homelessness within each individual jurisdiction.

VOTING COSTS:

There would be indeterminate costs for a countywide vote. It is unclear how many or which local governments would choose to authorize homeless encampments in public parks and other critical areas. Based upon recent case studies, general election costs range from \$0.20 per voter to almost \$1.50 per voter. Special elections often have higher costs (depending on how many jurisdictions participate) and these costs range from \$1 to \$4 per voter.

County auditor election departments conduct elections on behalf of special taxing districts, cities, counties, state government, and federal government. Each county bills its local jurisdictions for a prorated share of the cost of each election. Election costs include both fixed and variable costs related to a specific election. The cost to a jurisdiction varies significantly depending on how many other jurisdictions share the specific election date. If there are many sharing a date, each jurisdiction's share of the costs is lower. November general elections have the most participating jurisdictions so the cost to individual jurisdictions is lower. Conducting a one-issue election on a special election date usually leads to much higher costs.

LOCAL GOVERNMENT FIVE-YEAR PLANS

This bill requires local governments and counties to provide local homeless housing plans and homeless housing strategic plans every five years, respectively. The costs to provide these additional reports are indeterminate, and would vary based on the magnitude of the homeless of each counties' 10-year homeless plans. Participation with a county-level homeless planning task force is voluntary, where many members serve without a designated form of compensation, but participate in addition to normal working capacity in their city, or county employment positions. As such, cities and counties may bear the costs for the additional staff time and resources required to compose annual reports. The precise staff time necessary or the extent to which cities or counties would absorb the costs for county-led homeless planning governing board, task force, or committee activities is indeterminate.

C. SUMMARY OF REVENUE IMPACTS

Briefly describe and quantify the revenue impacts of the legislation on local governments, identifying the revenue provisions by section number, and when appropriate, the detail of revenue sources. Delineate between city, county and special district impacts.

This bill would result in a net reduction in funding for counties to collect and administer document recording fee funds. In aggregate, this legislation would decrease the revenue local governments receive by 29 cents per document. Based on the approximate 1.1 million documents processed in FY 2015, counties would see a cumulative revenue loss of approximately \$319,000, from FY 2019 to FY 2022.

ASSUMPTION:

Local governments will comply with the new requirements and, therefore, will not experience funding losses.

DOCUMENT RECORDING FEES:

In aggregate, this legislation would decrease the revenue local governments would receive by 29 cents per document. There would also be a revenue shift between county homelessness planning and county auditors. Counties would receive an effective revenue rate of 3.6 percent for collection and administrative processing. Fourteen cents from the \$10 surcharge required for each document processed would be removed. County auditors would lose the 2 percent of revenue, or approximately 80 cents per document, currently provided as a collection fee.

The precise distribution of these administration and collection revenue impacts cannot be clearly estimated, as each county holds divergent demand drivers for documents processing and will experience the results of this legislation differently. Given the narrowly defined revenue impacts, as a percentage of the affordable housing for all surcharge within Title 36.22.178 RCW, and as a percentage of the document surcharge provided in Title 36.22.179 RCW, local governments will experience a revenue shift between county homelessness planning and county auditors, including a cumulative revenue loss.

Background: Under current law, counties receive between 5 and 6 percent of revenues for the purposes of collection and administration, which are derived from both the local homeless housing assistance document surcharge and the affordable housing for all surcharge. Given the dynamics of revenue sharing outlined in current law and the proposed legislation, the actual proportion of revenues provided to both counties and county auditors would decrease, and is not reflective of the prescribed 6 percent distribution. Following the modification, county auditors would no longer receive 2 percent of the homeless housing assistance document surcharge, while county homeless housing plans would receive additional revenue.

SOURCES:

Adams County "Ten-Year Plan for Adams County"
Administrative Office of the Courts Fiscal Note
Department of Commerce
Department of Commerce Fiscal Note
Department of Social and Health Services
King County Regional Support Network
Local Government Fiscal Note "Criminal Justice Costs Model" (2017)
Local Government Fiscal Note SB 5864 (2017)
Municipal Research and Services Center
North Sound Mental Health Administration
Office of the State Treasurer
Pacific County "Ten-Year Plan to Reduce Homelessness"
Peninsula Regional Support Network
Snohomish County "Everybody at Home Now"
Spokane County
Thurston County "Ten-Year Homeless Housing Plan"
Washington Association of County Officials
Washington Association of Sheriffs and Police Chiefs
Washington State Association of Counties
Washington Low Income Housing Alliance "What is Driving Homelessness in Our Communities?" (2017)
Yakima County