

# Fund 117

## Alcohol Safety Action Program

### Alcohol Safety Action Program

### Mission

To reduce the incidence of driving under the influence of alcohol (DUI) in Fairfax County through completion of a rehabilitative alcohol/drug education program, case management, public education, and referral to alcohol/drug treatment programs when necessary.

### Focus

The Fairfax County Alcohol Safety Action Program (ASAP) serves a probationary function for the Circuit and General District Courts under the supervision of the ASAP Policy Board. The core program provides intake, classification, rehabilitative alcohol/drug education, referral to treatment, and case management to individuals charged with, or convicted of, driving under the influence of alcohol (DUI). In addition, ASAP provides alcohol/drug education programs for habitual offenders, a drug education program for first-time drug possession offenders, and programs for adolescent substance abusers. Programs are available in English, Spanish, and Korean.

#### THINKING STRATEGICALLY

Strategic issues for the Department include:

- o Providing educational programs to reduce the incidents of driving under the influence of alcohol or drugs; and
- o Continuing efforts to maintain a fund balance sufficient to avoid deficit status during periods where referrals, and therefore client fee revenues to ASAP, decline.

The County is the fiscal agent for the Fairfax ASAP which is administered through the Department of Administration for Human Services. ASAP is expected to be a self-supporting agency, funded entirely by client fees with the County providing indirect support through office space, utilities, and maintenance. The state imposes a \$400 fee ceiling on per client costs. The agreement between the ASAP Policy Board and the Board of Supervisors provides that ASAP will endeavor to develop a reserve fund balance sufficient to avoid deficit status during periods where referrals, and therefore client fee revenues to ASAP, decline. Should surplus client fees above and beyond the balance required for a sufficient reserve fund become available in any fiscal year, the ASAP Policy Board will reimburse the County for the indirect costs noted above, or may request permission from the Board of Supervisors to expend such funds on the program. It should be noted that the number of clients has declined since peaking in FY 2004 due to decreased referrals to ASAP coming from the courts. The lower referrals (and resulting lower client fee revenues) combined with ongoing expenditure requirements will challenge the agency to maintain a positive balance in FY 2007 and beyond.

### New Initiatives and Recent Accomplishments in Support of the Fairfax County Vision

 Maintaining Safe and Caring Communities	Recent Success	FY 2007 Initiative
Continue to serve the community by offering alcohol education programs, referral to treatment, and probation supervision to individuals convicted of driving under the influence, over 90 percent of whom, according to DMV records, have not recidivated over a two year period.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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 <b>Creating a Culture of Engagement</b>	<b>Recent Success</b>	<b>FY 2007 Initiative</b>
Served over 4,000 individuals in FY 2005 in the core alcohol/drug education program.	<input checked="" type="checkbox"/>	
 <b>Exercising Corporate Stewardship</b>	<b>Recent Success</b>	<b>FY 2007 Initiative</b>
Continue efforts to maintain a sufficient fund balance in order to retain the staff necessary to ensure public safety, maximize program benefits, and avoid deficits when client fee revenues decline. This will be closely watched in FY 2007 as the number of clients has declined since peaking in FY 2004 due to decreased referrals to ASAP coming from the courts.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

### Budget and Staff Resources

Agency Summary				
Category	FY 2005 Actual	FY 2006 Adopted Budget Plan	FY 2006 Revised Budget Plan	FY 2007 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	16/ 16	16/ 16	16/ 16	16/ 16
Expenditures:				
Personnel Services	\$1,594,350	\$1,693,251	\$1,693,251	\$1,453,183
Operating Expenses	211,899	289,337	299,044	229,400
Capital Equipment	0	0	0	0
<b>Total Expenditures</b>	<b>\$1,806,249</b>	<b>\$1,982,588</b>	<b>\$1,992,295</b>	<b>\$1,682,583</b>

Position Summary			
1 Probation Supervisor II	1 Probation Counselor III	1 Accountant I	
1 Probation Supervisor I	6 Probation Counselors II	2 Administrative Assistants IV	
	1 Administrative Associate	3 Administrative Assistants II	
<b>TOTAL POSITIONS</b>			
<b>16 Positions / 16.0 Staff Years</b>			

### FY 2007 Funding Adjustments

The following funding adjustments from the FY 2006 Revised Budget Plan are necessary to support the FY 2007 program:

- ◆ **Employee Compensation** **(\$240,068)**  
A decrease of \$240,068 is due primarily to reduced expenditures on limited term salaries resulting from lower client referrals to ASAP from the courts.
- ◆ **Operating Expenses** **(\$69,644)**  
A decrease of \$69,644 is due primarily to savings in professional/consultant services, lower mandated payments to the state based on the number of clients served in a given fiscal year, and the one-time carryover of encumbered items included in the FY 2006 Revised Budget Plan total.

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### Changes to FY 2006 Adopted Budget Plan

The following funding adjustments reflect all approved changes in the FY 2006 Revised Budget Plan since passage of the FY 2006 Adopted Budget Plan. Included are all adjustments made as part of the FY 2005 Carryover Review and all other approved changes through December 31, 2005:

- ◆ **Carryover Adjustments** **\$9,707**  
 An increase of \$9,707 is due to encumbered carryover, primarily for payment of outstanding invoices for furniture/fixtures and contractual support.

### Key Performance Measures

#### Objectives

- ◆ To provide a comprehensive alcohol/drug education program to individuals charged with driving under the influence of alcohol (DUI) that results in 92 percent of clients who have successfully completed the probationary period two years prior and have not recidivated.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2003 Actual	FY 2004 Actual	FY 2005 Estimate/Actual	FY 2006	FY 2007
<b>Output:</b>					
Individuals served in ASAP education program	3,931	4,298	4,599 / 4,031	3,424	3,606
<b>Efficiency:</b>					
Cost per individual served	\$323	\$313	\$328 / \$372	\$408	\$387
<b>Service Quality:</b>					
Percent of individuals satisfied	97%	97%	97% / 97%	97%	97%
<b>Outcome:</b>					
Percent of individuals completing the program two years prior who have not recidivated based on Department of Motor Vehicles (DMV) records	92%	92%	92% / 92%	92%	92%

### Performance Measurement Results

It should be noted that clients referred by the Court systems who are referred to ASAP's additional ancillary programs and not required to pay the full state-mandated fee are not counted in the above table. Service Quality, a measurement of client satisfaction with ASAP education classes, has remained at the 97 percent level since FY 2001, and is projected to remain at this high level. The percentage of individuals completing the program two years prior who have not recidivated has remained at 92 percent and is expected to remain at that level in FY 2007. The number of individuals served peaked in FY 2004 and is projected to decline through FY 2006 due to lower referrals coming from the courts. This lower total of referrals combined with ongoing expenditure requirements have resulted in a steady increase in the cost per individual served over this time period. A level over \$400 per individual is not sustainable as the state has imposed a \$400 per client maximum fee. ASAP is taking measures to control expenditures during this extended period of lower referrals from the courts.

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### FUND STATEMENT

Fund Type G10, Special Revenue Funds

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	FY 2005 Actual	FY 2006 Adopted Budget Plan	FY 2006 Revised Budget Plan	FY 2007 Advertised Budget Plan
<b>Beginning Balance</b>	<b>\$215,062</b>	<b>\$191,288</b>	<b>\$133,788</b>	<b>\$139,117</b>
Revenue:				
Client Fees	\$1,653,478	\$1,914,231	\$1,914,231	\$1,547,958
ASAP Client Intake	6,149	5,980	5,980	5,500
ASAP Client Out	(19,741)	(16,010)	(16,010)	(18,000)
ASAP Restaff	1,425	2,000	2,000	2,125
Interest Income	3,381	5,000	5,000	5,000
Other Fees	80,283	86,423	86,423	140,000
<b>Total Revenue</b>	<b>\$1,724,975</b>	<b>\$1,997,624</b>	<b>\$1,997,624</b>	<b>\$1,682,583</b>
<b>Total Available</b>	<b>\$1,940,037</b>	<b>\$2,188,912</b>	<b>\$2,131,412</b>	<b>\$1,821,700</b>
Expenditures:				
Personnel Services	\$1,594,350	\$1,693,251	\$1,693,251	\$1,453,183
Operating Expenses	211,899	289,337	299,044	229,400
Capital Equipment	0	0	0	0
<b>Total Expenditures</b>	<b>\$1,806,249</b>	<b>\$1,982,588</b>	<b>\$1,992,295</b>	<b>\$1,682,583</b>
<b>Total Disbursements</b>	<b>\$1,806,249</b>	<b>\$1,982,588</b>	<b>\$1,992,295</b>	<b>\$1,682,583</b>
<b>Ending Balance<sup>1</sup></b>	<b>\$133,788</b>	<b>\$206,324</b>	<b>\$139,117</b>	<b>\$139,117</b>

<sup>1</sup> Ending Balance fluctuations are the result of the uncertain nature of client referrals to ASAP-sponsored programs. The agreement between the ASAP Policy Board and the Board of Supervisors provides that ASAP will endeavor to develop a reserve fund balance sufficient to avoid deficit status during periods where referrals, and therefore client fee revenues to ASAP, decline. The agency is currently experiencing a decline in referrals, thus a significant downward adjustment in both expenditures and revenues will be made to the *FY 2006 Revised Budget Plan* as part of the *FY 2006 Third Quarter Review* that will result in a projected ending balance in both FY 2006 and FY 2007 of \$10,000.