



# **Fiscal 2009 Preliminary Budget Hearings**

---

## **Human Resources Administration (Capital)**

*March 2008*

*Hon. Christine C. Quinn  
Speaker of the Council*

*Hon. David I. Weprin, Chair  
Committee on Finance*

*Hon. Bill De Blasio, Chair  
Committee on General Welfare*

*Hon. Helen Sears, Chair  
Committee on Women's Issues*

*James Caras, Acting Director  
Finance Division*

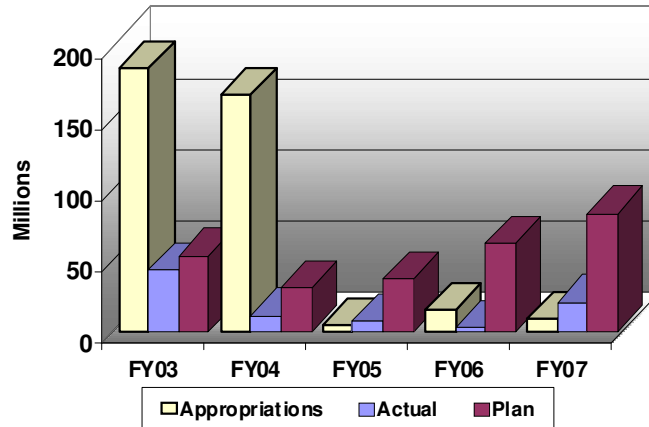
# Fiscal 2009 Preliminary Capital Budget Report

---

## Agency Overview

The Human Resources Administration (HRA) is responsible for protecting the health and welfare of the City's needy residents by providing temporary economic and social service support, and by helping them achieve economic independence. HRA administers a broad range of programs and services to achieve its mission. The Administration's programs include income support for Temporary Assistance to Needy Families and Safety Net recipients; employment services, including the Work Experience Program with concurrent training, education, treatment, and short-term job search programs; Medicaid; home care services for elderly and individuals with disabilities; food stamps; food assistance; support services for individuals with AIDS and HIV-related illnesses; protective services for adults; domestic violence prevention; and crisis intervention and stabilization programs.

**HUMAN RESOURCES ADMINISTRATION**  
Appropriations vs. Actual & Planned Commitments  
(City funds)



The goals of the HRA capital program include improving social service facilities, including the replacement of building infrastructure and upgrades throughout the City; installation of local area networks for continued development of HRA connectivity within agency locations; replacement of paper case records with imaging technology based record retention systems; and upgrading, maintaining and acquiring telecommunication and data processing equipment to provide for the future operational requirements of HRA.

## **Fiscal 2009 Preliminary Capital Budget Report**

---

### ***Current Budget Summary***

The January 2008 Capital Commitment Plan includes \$154.1 million in Fiscals 2008-2011 for the Human Resources Administration (including City and Non-City funds). This represents less than one percent of the City's total \$52.5 billion January Plan for Fiscals 2008-2011. The agency's January Commitment Plan for Fiscals 2008-2011 is greater than one percent of the \$152.5 million in the September Commitment Plan, an increase of \$1.6 million.

Over the past five years the Human Resources Administration has only committed an average of 15.7 percent of its annual capital plan. Therefore, it is assumed that a large portion of the agency's Fiscal 2008 capital plan will be rolled into Fiscal 2009 thus greatly increasing the size of the Fiscal 2009-2012 capital plan. Since adoption last June, the Capital Commitment Plan for Fiscal 2008 has decreased from \$81 million to \$73.8 million, a reduction of \$7.2 million or 9 percent.

Currently the Human Resources Administration's appropriations total \$75 million in city-funds for Fiscal 2008. These appropriations are to be used to finance the Human Resources Administration's \$53.3 million city-funded Fiscal 2008 Capital Commitment program. The agency has over 40.7 percent more funding than it needs to meet its entire capital commitment program for the current fiscal year.

## **Fiscal 2009 Preliminary Capital Budget Report**

---

The Human Resources Administration's capital commitments for the last five years are shown below:

<b>FIVE YEAR HISTORY - CAPITAL BUDGET</b> (\$ in millions)					
	FY03	FY04	FY05	FY06	FY07
CITY	43	11	7	2	21
NON-CITY	10	6	5	2	8
TOTAL	53	17	12	4	29

The Adopted Four-Year Capital Plan is shown below:

<b>ADOPTED CAPITAL BUDGET – SEPTEMBER 2007</b> (\$ in millions)					
	FY08	FY09	FY10	FY11	FY's 08-11
CITY	62.4	10.5	12.4	26.9	112.2
NON-CITY	18.6	3.7	6.0	12.0	40.3
TOTAL	81.0	14.2	18.4	38.9	152.5

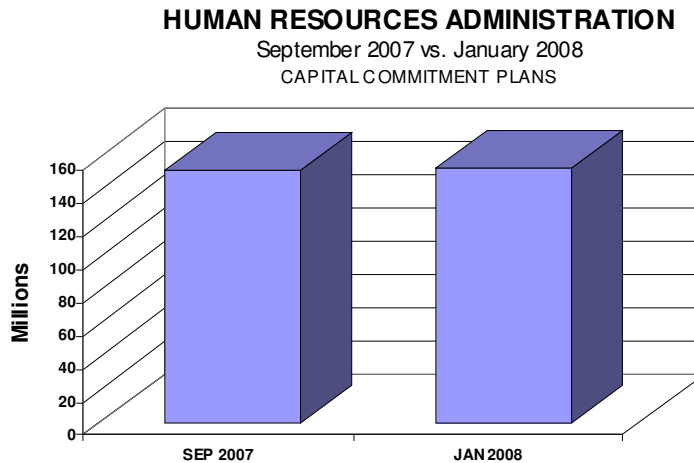
The Preliminary Four-Year Capital Plan is shown below:

<b>PRELIMINARY CAPITAL PLAN – JANUARY 2008</b> (\$ in millions)					
	FY08	FY09	FY10	FY11	FY's 08-11
CITY	56.0	17.2	17.5	22.5	113.2
NON-CITY	17.8	4.3	6.2	12.6	40.9
TOTAL	73.8	21.5	23.7	35.1	154.1

### PRELIMINARY BUDGET ISSUES:

- The Human Resource Administration's (HRA) Preliminary Capital Plan focuses on three primary categories: data processing, construction/renovation/upgrades to centers and other HRA sites, and vehicles.

- \$73.6 million of HRA's Preliminary Capital Plan is allocated for Data Processing and Information Technology. This represents 65 percent of HRA's \$113.2 million Preliminary Capital Plan. The Department will continue to emphasize imaging and



database management of paper records, and the maintenance and upgrade of computer equipment and software for greater efficiency in caseload tracking, reporting, and intra- and inter-agency communications. Current major computer system improvements at HRA include:

- The purchase of hardware and software for food stamps automation (\$5.9 million)
  - HRA data processing and case management integration (\$12.2 million)
  - A print to mail application (\$918,000) which is a joint collaboration between Management Information Systems (MIS) and General Support Services (GSS) to deliver the next generation mailing application. The objective of the effort is to build a web based document composition and mailing utility that will be able to handle City-wide mailing requirements and provide cost savings to HRA.
- Construction, renovations and equipment make up \$29.4 million, or 25.9 percent of HRA's Preliminary Capital Plan. This funding will be used to complete the renovations and upgrades of model offices, and for computer equipment replacement. Funds are also available for emergencies, improvements of HVAC, masonry, roofing, electrical, plumbing, and renovations. Current major equipment replacement and construction/renovation projects include:
    - Reconstruction of the 330 W 34th Street Medicaid Model office (\$5.2 million)
    - Renovation and equipment for the 32-20 Northern Boulevard MIS data center (\$7.4 million)

## **Fiscal 2009 Preliminary Capital Budget Report**

---

- \$10 million, or 8.8 percent of the Plan, is allocated for telecommunication upgrades, which will allow the department to continue to enhance productivity and create a Wide Area Network to provide greater connectivity among agency personnel and contract service providers. These will strengthen operations management and maximize the efficient allocation of resources using the latest technology including:
  - \$4.5 million is allocated for Voice Over Internet Protocol (VOIP) which will provide all voice and video communications for most HRA locations providing HRA with the ability to remove most of the Centrex lines providing cost savings
  - \$1.6 million of additional city funding (\$573,000 remains) was provided for the installation of an Interactive Voice Response System (IVRS) installation at two HRA locations; the Gertz Building in Queens, and the 15 Metro Tech location in Brooklyn
  
- \$163,000, or less than one percent of the Plan is allocated for the replacement of aging cars, vans, and trucks used to carry out program support operations for child support enforcement, and investigations.