

**FISCAL YEAR 2019 BUDGET**

**Fund Summary**

**Fund Name** : Contractor Responsibility Fund  
**Business Area** : Office of Business Opportunity  
**Fund No./Bus. Area No.** : 2424 / 5100

	<u>FY2018</u> <u>Current Budget</u>	<u>FY2018</u> <u>Estimate</u>	<u>FY2019</u> <u>Budget</u>
Beginning Fund Balance	3,193,053	2,565,161	<b>2,879,300</b>
Current Revenues	1,181,000	1,191,000	<b>1,191,000</b>
<b>Total Available Resources</b>	<b>4,374,053</b>	<b>3,756,161</b>	<b>4,070,300</b>
Maintenance and Operations	476,861	476,861	<b>925,238</b>
Other Interfund Transfers	400,000	400,000	<b>400,000</b>
<b>Total Expenditures</b>	<b>876,861</b>	<b>876,861</b>	<b>1,325,238</b>
Planned Ending Fund Balance	<u>3,497,192</u>	<u>2,879,300</u>	<u><b>2,745,062</b></u>
<b>Total Budget</b>	<u><b>4,374,053</b></u>	<u><b>3,756,161</b></u>	<u><b>4,070,300</b></u>

Fund Balance Distribution

Non-Spendable	0	0	0
Restricted	0	0	0
Committed	3,497,192	2,879,300	<b>2,745,062</b>
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2018 Budget, the FY2018 Estimate, and the FY2019 Budget for the Contractor Responsibility Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Contractor Responsibility Fund was established with ordinance 2007-534 in July 2007. Through the implementation of Executive Order 1-7, the City of Houston created the Pay or Play Program (POP), which is administered by the Office of Business Opportunity.

The Pay or Play Program is designed to foster health care options for the citizens of Houston and Harris County area, create a level playing field for contractors bidding on City of Houston projects, and defray the costs of the local uninsured workforce. Pursuant to Executive Order 1-7, contractors subject to Pay or Play are required to offer employees the prescribed minimal level of health benefits. Contractors who do not provide health benefits to their employees will contribute \$1 for each regular hour of work performed by covered employees on a covered City contract. The revenue collected from the Contractor Responsibility Fund is used to offset the costs of uninsured citizens in the Houston and Harris County area. Currently, the revenue is used to support health programs such as the Care Houston Program and the Emergency Tele-Health and Navigation (ETHAN) Program as well as the costs associated with administering the program.

The Care Houston Program is a collaboration between the Houston Fire Department (HFD) and Houston Health Department (HHD) to decrease the volume of non-emergency calls for Emergency Medical Services (EMS) and reduce the use of HFD personnel for non-emergency responses. The program requires EMS to identify residents who have made more than five emergency calls in a 90 day period and forward the information to HHD. HHD staff contacts the resident and if she/he agrees to participate in the program, a nurse case manager makes a home visit, conducts a needs assessment, assists the resident in devising a service plan, and provides social and medical referrals as needed.

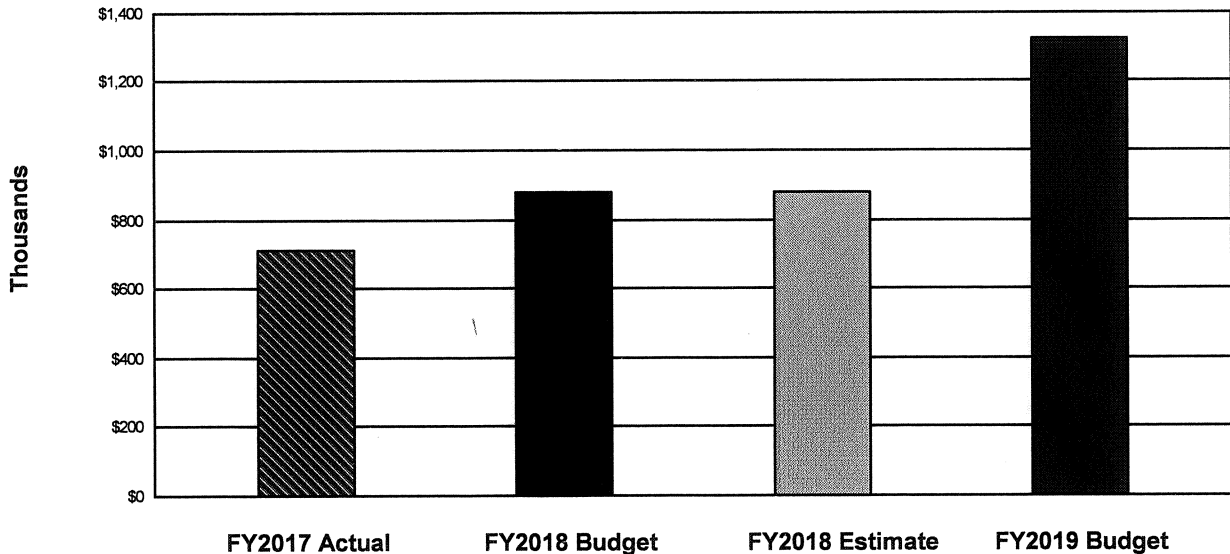
ETHAN is a collaboration among Harris County Healthcare Alliance, Houston Fire Department (HFD), Harris County RIDES, and Community Health Centers. ETHAN provides non-emergency 9-1-1 callers with the option of a no-cost cab ride to an emergency department or a community health center. ETHAN also provides the option of scheduling an appointment at a community health center at no charge. The program has provided the ability for physicians to communicate with patients to determine if they are non-emergent and provide advice on the outcome. This helps divert from the emergency medical system those patients who do not need emergency care and can benefit more from primary care services.

**Business Area Budget Summary**

**Fund Name** : Contractor Responsibility Fund  
**Business Area** : Office of Business Opportunity  
**Fund No. /Bus. Area No.** : 2424 / 5100

		FY2017 Actual	FY2018 Current Budget	FY2018 Estimate	FY2019 Budget
Expenditures	Personnel Services	141,829	147,518	147,518	152,221
	Supplies	35	1,000	1,000	1,000
	Other Services and Charges	169,637	328,343	328,343	772,017
	Total M & O Expenditures	311,501	476,861	476,861	925,238
	Debt Service & Other Uses	400,000	400,000	400,000	400,000
	Total Expenditure	711,501	876,861	876,861	1,325,238
Revenues		1,339,393	1,181,000	1,191,000	1,191,000
Staffing	Full-Time Equivalents - Civilian	2.0	2.0	2.0	2.0
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	2.0	2.0	2.0	2.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o The FY2019 Budget provides funding for health benefits and pension contribution.</li> <li>o The FY2019 Budget includes funding to procure and implement an electronic management system to effectively track all Pay or Play (POP) activities.</li> <li>o Continued commitment to support the Care Houston Program with an estimated cost of \$400,000.</li> <li>o Continued commitment to support the ETHAN Program provided by Houston Fire Department.</li> </ul>				

**Contractor Responsibility Fund  
Office of Business Opportunity  
Expenditure Summary**



**FISCAL YEAR 2019 BUDGET**

<b>Business Area Performance Measures</b>				
<b>Fund Name : Contractor Responsibility Fund</b> <b>Business Area : Office of Business Opportunity</b> <b>Fund No. /Bus. Area No. : 2424 / 5100</b>				
<b>Performance Measures</b>	<b>FY2017 Actual</b>	<b>FY2018 Budget</b>	<b>FY2018 Estimate</b>	<b>FY2019 Budget</b>
Ratio of Play Option Contracts	65%	65%	65%	65%
Expenditures Adopted Budget vs Actual Utilization	82%	98%	117%	98%
Revenues Adopted Budget vs Actual Utilization	155%	100%	101%	100%

**FISCAL YEAR 2019 BUDGET**

**Division Summary**

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Division Description	FY2017 Actual		FY2018 Estimate		FY2019 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>Certification &amp; Compliance</b> <span style="float:right">510002</span> This section provides oversight of the Pay or Play Program and is responsible for program revenue collections, administrative operations, financial oversight, and monitoring of funds.	2.0	711,501	2.0	876,861	2.0	1,325,238
<b>Total</b>	<u>2.0</u>	<u>711,501</u>	<u>2.0</u>	<u>876,861</u>	<u>2.0</u>	<u>1,325,238</u>

**FISCAL YEAR 2019 BUDGET**

**Business Area Revenues Summary**

**Fund Name** : Contractor Responsibility Fund  
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<b>Category</b>	<b>FY2017 Actual</b>	<b>FY2018 Current Budget</b>	<b>FY2018 Estimate</b>	<b>FY2019 Budget</b>
Interest	31,134	25,000	35,000	35,000
Miscellaneous/Other	1,308,259	1,156,000	1,156,000	1,156,000
<b>Grand Total Revenues</b>	<b><u>1,339,393</u></b>	<b><u>1,181,000</u></b>	<b><u>1,191,000</u></b>	<b><u>1,191,000</u></b>