

**FISCAL YEAR 2020 BUDGET**

**Fund Summary**

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

	<b>FY2019</b>	<b>FY2019</b>	<b>FY2020</b>
	<b>Current Budget</b>	<b>Estimate</b>	<b>Budget</b>
Beginning Fund Balance	3,137,988	3,137,988	<b>1,955,750</b>
Current Revenues	1,191,000	507,000	<b>494,500</b>
<b>Total Available Resources</b>	<b>4,328,988</b>	<b>3,644,988</b>	<b>2,450,250</b>
Maintenance and Operations	1,059,238	1,059,238	<b>1,261,706</b>
Other Interfund Transfers	630,000	630,000	<b>630,000</b>
<b>Total Expenditures</b>	<b>1,689,238</b>	<b>1,689,238</b>	<b>1,891,706</b>
Planned Ending Fund Balance	2,639,750	1,955,750	<b>558,544</b>
<b>Total Budget</b>	<b>4,328,988</b>	<b>3,644,988</b>	<b>2,450,250</b>
<b>Fund Balance Distribution</b>			
Non-Spendable	0	0	0
Restricted	0	0	0
Committed	2,639,750	1,955,750	<b>558,544</b>
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2019 Budget, the FY2019 Estimate, and the FY2020 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 POP 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 POP 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, Emergency Tele-Health and Navigation (ETHAN) Program and the Crisis Call Diversion 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, 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.

Beginning in FY2019, the POP Program supports a new program, the Crisis Call Diversion Program. Under this program, crisis phone counselors from The Harris Center for Mental Health sit alongside call takers and dispatchers from the Houston Police Department (HPD) and HFD to provide immediate support and to divert non-imminent risk mental health related calls away from emergency first responder resources and toward more appropriate mental health resources.

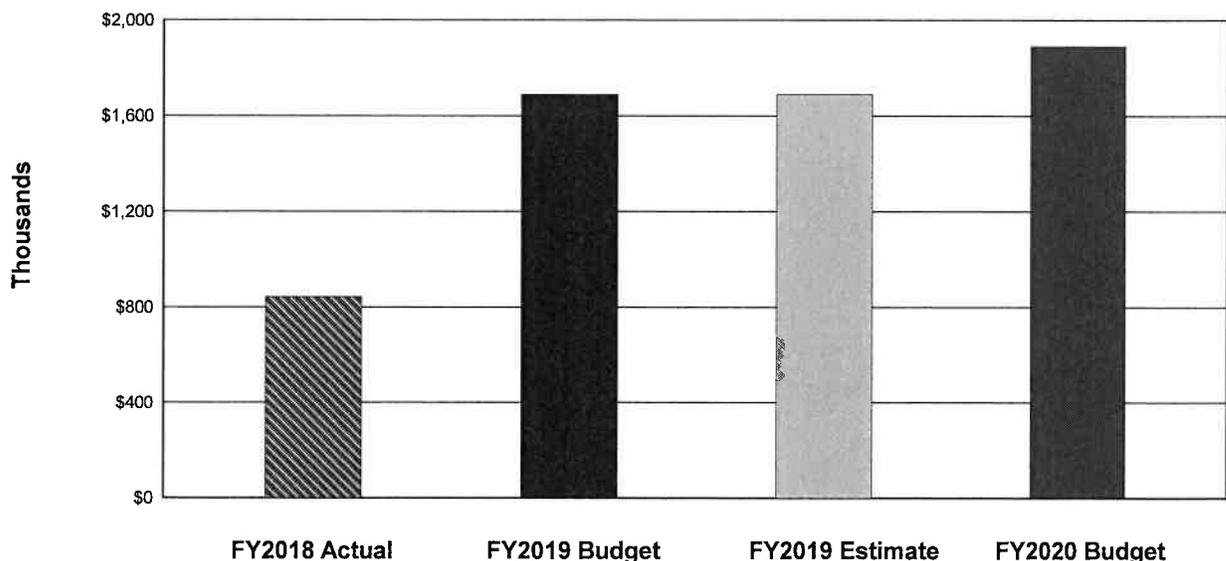
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**Business Area Budget Summary**

**Fund Name** : Contractor Responsibility Fund  
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		FY2018 Actual	FY2019 Current Budget	FY2019 Estimate	FY2020 Budget
Expenditures	Personnel Services	118,129	152,221	152,221	168,149
	Supplies	993	1,000	1,000	1,000
	Other Services and Charges	323,975	906,017	906,017	1,092,557
	Total M & O Expenditures	443,097	1,059,238	1,059,238	1,261,706
	Debt Service & Other Uses	400,000	630,000	630,000	630,000
	Total Expenditure	843,097	1,689,238	1,689,238	1,891,706
Revenues		788,031	1,191,000	507,000	494,500
Staffing	Full-Time Equivalents - Civilian	1.6	1.8	1.8	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	1.6	1.8	1.8	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 FY2020 Budget provides funding for health benefits, pension contribution, and municipal employees contractual pay increases.</li> <li>o The FY2020 Budget includes funding to maintain an electronic management system to effectively track all Pay or Play (POP) activities.</li> <li>o The FY2020 Budget includes funding of \$951,787 to support the ETHAN Program provided by Houston Fire Department.</li> <li>o New commitment to support the Call Crisis Diversion Program provided by the Houston Police Department at an estimated cost of \$230,000.</li> <li>o Continued commitment to support the Care Houston Program with an estimated cost of \$400,000.</li> </ul>				

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



**FISCAL YEAR 2020 BUDGET**

**Business Area Performance Measures**

**Fund Name** : Contractor Responsibility Fund  
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Performance Measures	FY2018 Actual	FY2019 Target	FY2019 Estimate	FY2020 Target
Ratio of Play Option Contracts	65%	65%	47%	47%
Expenditures Adopted Budget vs Actual Utilization	113%	98%	127%	98%
Revenues Adopted Budget vs Actual Utilization	67%	100%	43%	100%

**FISCAL YEAR 2020 BUDGET**

<b>Division Summary</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>							
Division Description	FY2018 Actual		FY2019 Estimate		FY2020 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
<b>Certification &amp; Compliance 510002</b> This cost center has been re-directed to Pay or Play Program in FY2019.	1.6	843,097	0.0	0	0.0	0	
<b>Pay or Play Program 510004</b> 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.	0.0	0	1.8	1,689,238	2.0	1,891,706	
<b>Total</b>	<b>1.6</b>	<b>843,097</b>	<b>1.8</b>	<b>1,689,238</b>	<b>2.0</b>	<b>1,891,706</b>	

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**FISCAL YEAR 2020 BUDGET**

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**Business Area Revenues Summary**

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Fund Name : Contractor Responsibility Fund  
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Category	FY2018 Actual	FY2019 Current Budget	FY2019 Estimate	FY2020 Budget
Interest	45,861	35,000	55,000	42,500
Miscellaneous/Other	742,170	1,156,000	452,000	452,000
<b>Grand Total Revenues</b>	<u><u>788,031</u></u>	<u><u>1,191,000</u></u>	<u><u>507,000</u></u>	<u><u>494,500</u></u>