



## State of Vermont

AGENCY OF HUMAN SERVICES

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OFFICE OF THE SECRETARY  
103 South Main Street  
Waterbury, Vermont 05671-0204

June 28, 2005

Mr. Robert Aaronson  
Director, Division of Cost Allocation  
Department of Health and Human Services  
26 Federal Plaza, Room 41-122  
New York, NY 10278

Dear Mr. Aaronson:

The purpose of this letter is to inform you that, due to the reorganization within the Agency of Human Services and its Departments and certain programmatic changes, cost allocation plan changes effective 4/1/05 will be required for the AHS Central Office (AHS), Department for Children and Families (DCF), Office of Vermont Health Access (OVHA), the Department of Aging and Independent Living (DAIL), and the Vermont Department of Health (VDH).

### *Attorney General's Office*

The first change is related to the reorganization of the Attorney General's Office. Previously, costs resided within DCF. They now are included within the Central Office Cost Allocation Plan. Their time will be sent to the respective departments as an indirect cost. All of the above departments with the exception of DAIL are affected by this change. For each plan affected by this change, we have included an updated narrative, additional reports, and revenue impact statements.

Additional, departmental-specific changes are outlined below.

### *DCF*

One allocation method in the DCF CAP is also being modified, the allocation method used to allocate eligibility related costs on the social worker time study. This change, along with the Attorney General's Office change, is incorporated in the revenue statement.

### *DAIL*

Various minor changes have been made to this narrative and they are outlined in red.

Previously we had indicated that we would start using a database, similar to the other departments, for DAIL, effective 4/1/05. Instead, this change will occur effective 7/1/05. This change will be submitted in a separate amendment.

We have included complete narratives for your review. We appreciate your cooperation. If you have any questions, please do not hesitate to contact Ira Sollace at (802) 241-2949.

Sincerely,

Michael K. Smith  
Secretary  
Agency of Human Services

cc: Ira Sollace  
Allan Merritt  
Tanya Donaghy  
Marcel Rocheleau  
Howard Rice  
Patrick Burke