2015-2017 BUDGET WORKSHOP

County Executive Office

Mona Miyasato
County Executive Officer

- County Management
- Emergency Management
- Human Resources
- Risk Management & Employee Insurance
Overarching Business Trends

- Increasing demand growing for coordinated internal and external communications
- Increased staffing (recruitments) pose challenges to Human Resources, training and facilities
- Increasing medical costs impact departmental budgets in healthcare and Workers’ Compensation benefit costs
- Staff shortages in departments are requiring greater reliance on CEO staff to assist, delaying CEO projects
Summary

- Operating $42,707,712
- Capital $221,862
- General Fund $8,818,700
- FTE’s 58.5
- One Time Use of Fund Balance $5,691,900*
- Service Level Reductions - None
- Expansion Requests $903,532

*$5.6 million is normal payment of claims using Retained Earnings in Risk Funds; adjusted at year end via actuarial adjustment
FY 15-16 Source of Funds

- General Fund Contribution: $8,818,700; 21%
- Intergovernmental Revenue: $482,826; 1%
- Charges for Services: $1,234,962; 3%
- Use of Money & Property: $78,000; 0%
- Decreases to Fund Balances: $5,691,860; 13%
- Intrafund Expenditure Transfers: $42,000; 0%
- Misc. – Risk Premium Rev: $26,753,662; 62%
FY 15-16 Use of Funds

- Risk Management & Employee Insurance, $32,254,608, 76%
- County Management, $4,346,729, 10%
- Emergency Management, $1,430,717, 3%
- Human Resources, $4,675,658, 11%
Staffing Summary

- 57.9 FTE FY 14-15 Adopted
- 58.5 FTE FY 15-16 Recommended; FY 16-17 Proposed
GFC 5 Year Summary

GFC Funding

Millions

11-12 12-13 13-14 14-15 15-16

$7.35 $7.69 $8.15 $8.27 $8.82
FY 2014-15 Anticipated Accomplishments

County Management
• Achieved and exceeded the Strategic Reserve target of $28.3 million (balance currently $29.6 million)
• Established and trained a countywide Communications Public Information Team
• Led department “All Things Isla Vista” to coordinate efforts in IV
• Implemented new web system for Assessment Appeals
• Implemented Board directed Budget Policy to create ongoing funding for County maintenance needs

Office of Emergency Management
• Developed a three team Emergency Operations Center reporting roster (108 persons) to enhance preparedness
• Led effort for drought response and Drought Task Force
FY 2014-15 Anticipated Accomplishments

Human Resources
- Successfully completed negotiations with six unions resulting in multi-year contracts with modest wage increases
- Effectively implemented ACA provisions for County employees
- Recruited and hired an estimated 471 new employees

Risk Management
- Anticipate $300k in ongoing Medical Malpractice insurance savings through CSAC contract for primary coverage
- Implemented a Medication Review Program to manage cases with high pharmaceutical costs
FY 2015-17 Objectives

County Management
• Establish robust internal and external communications strategy.
• Continue to anticipate, communicate and mitigate risk.
• Ensure successful implementation of the ADMHS system change effort.
• Conduct in-depth departmental budget reviews with the Board of Supervisors
• Identify funding options for capital projects including debt issuance.
• Develop a strategic planning process to be implemented over multiple years

Office of Emergency Management
• Complete the 5-year upgrade to the Multi-Jurisdiction Hazard Mitigation Plan
• Complete updates to departmental Continuity of Operations Plans (COOP)
FY 2015-17 Objectives

Human Resources
• Implement workforce planning strategies to ensure the County can continue to “get the right people in the right jobs at the right time” in order to deliver County services.
• Identify and implement key strategies for increasing employee engagement throughout the organization to assist in retaining talent and improving County performance through its workforce.
• Implement a web-based onboarding system to maximize the efficiency of the hiring process and provide a positive experience for new employees.

Risk Management
• Develop a strategy to stem and ultimately reduce the recent growth in current WC premium costs.
• Continue to reduce costs through preventative measures, including detailed claim and trend reporting to departments.
• Use an Owner-Controlled Insurance Program (OCIP) for the Jail Project for potential cost savings.
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<tr>
<td>Percentage of County’s General Fund Operating Revenues that exceed Operating Expenditures</td>
<td>103%</td>
<td>115%</td>
<td>110%</td>
<td>112%</td>
<td>113%</td>
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<td>Percentage of EEO complaints concluded in ninety days or less</td>
<td>82%</td>
<td>90%</td>
<td>95%</td>
<td>91%</td>
<td>85%</td>
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<tr>
<td>Number of Emergency Operations Center exercises</td>
<td>2</td>
<td>4</td>
<td>4</td>
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<td>Percentage of Workers Compensation cases closed vs. opened within the year</td>
<td>89%</td>
<td>103%</td>
<td>100%</td>
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## Performance Measures (Continued)

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<td>Average number of business days between approval of a recruitment requisition and the date a list is certified to a hiring department</td>
<td>Not Used in Prior Year</td>
<td>76</td>
<td>72</td>
<td>70</td>
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<td>Percentage of compliance with safety audit recommendations within sixty days</td>
<td>100%</td>
<td>96%</td>
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Key Challenges and Emerging Issues

• Capacity to provide greater countywide policy and fiscal support
• Ability to attract, hire and retain workforce in line with future anticipated retirements and turnover
• Increasing financial need in ADMHS
• Primary reliance on grant funding to sustain OEM operations
Budget Enhancement Requests

• 1.0 FTE - Public Information Officer and related services & supplies
  • $195,000 ($145,000 Salaries & Benefits)
  • Necessary to meet the increasing demand for immediate internal and external communications and ability to enhance public participation and outreach activities

• 1.0 FTE – Human Resources Director
  • $63,880 ($277,390 total ongoing cost, partially offset by completion of certain projects making ongoing funds available)
  • Necessary to restore the Director position
Budget Enhancement Requests

1.0 FTE – Human Resources Recruiter
- $110,790 ($131,480 total ongoing cost, partially offset by completion of certain projects making ongoing funds available)
- Recruiting workload has increased by about 436% and HR’s current staffing is insufficient to meet the demand

1.0 FTE – Asst Training & Development Manager/Trainer
- $144,643
- Restores an additional training resource to the Employees’ University, which will allow for increased course offerings and class hours
Budget Enhancement Requests

- 1.0 FTE – Employee Relations Manager
  - $166,361
  - Adds an additional manager to handle increasing workload in both negotiations and investigations

- 1.0 FTE – Human Resources Executive Secretary
  - $114,314
  - Restores the HR Executive Secretary position which was cut during the economic downturn
Budget Enhancement Requests

• 0.25 FTE – Admin Office Professional Sr
  • $28,544
  • Increases a 0.5 FTE AOP Sr to a 0.75 FTE to provide additional staffing to Employee Benefits for increased workload due to ACA and new hires

• COB Scanning, Preservation & Archiving Project
  • $80,000
    • $30,000 scanning of Board records from 2000-2003
    • $50,000 archiving of 199 Board record books from 1907-1977 (continues and completes the project begun in FY 2014-15)
Budget Enhancement Requests

- Employee Engagement
  - $40,000 Stay Interviews
  - $30,000 Mentoring Program
  - Provides initial funding of pilot programs to improve employee engagement and enhance professional development.

- Requests from Managers’ Retreat
  - Countywide Managers’ Retreat
  - $20,000
  - Allows County managers to attend training, share ideas, develop strategic initiatives and interact with peers from other departments
Summary

• As the economy improves, the CEO’s office goals are to

  • Ensure financial stability throughout the organization and prudent use of public resources
  
  • Build and strengthen our organization for the future, creating a thriving and engaged workforce
  
  • Create a county that is resilient and prepared for emergencies, able to manage, anticipate and mitigate risk and
  
  • Committed to engaging the community through better communication and information