

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 4/1/13

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: The department is requesting to amend ordinance so that a Temporary Assignment to a Higher Classification (TAHC) is only paid if longer than 6 weeks or 42 consecutive calendar days or more.

FISCAL EFFECT:

- | | |
|---|--|
| <input type="checkbox"/> No Direct County Fiscal Impact
<input type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input checked="" type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<input type="checkbox"/> Use of contingent funds |
|---|--|

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	-24,498	-37,298
	Revenue	0	0
	Net Cost	-24,498	-37,298
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

A. The department is requesting to amend ordinance so that a Temporary Assignment to a Higher Classification (TAHC) is only paid if longer than 6 weeks or 42 consecutive calendar days or more.

B. Based on the best available data for 2012, the County paid on 134 TAHC periods that were 41 calendar days or less. The total additional salary paid on these TAHCs were \$36,204. Assuming a 1.5 percent increase in salaries in 2013 and 2014 and similar actions by departments, the approximate annual savings for would be \$36,747 and \$37,298 respectively. Assuming that the ordinance takes affect on May 1, 2013, the County would save approximately \$24,498 with 8 months of policy change in effect. Additionally, time will be saved in administrative overhead, as the TAHC process is labor and paper intensive. However, no direct fiscal savings is achievable due to the reduction in administrative overhead because no one specific position is responsible for TAHCs.

C. There are no budgetary impacts for the current year or subsequent years. The direct costs of TAHCs have never been budgeted directly, but have been absorbed by departments in their salary costs. In circumstances where TAHCs are filling vacant positions, the TAHC cost is covered by the budgeted salary of the vacant position. In circumstances where TAHCs are filling positions with employees out on leave, departments typically absorb such costs through other vacant positions or salary savings.

D. Due to the varying nature of TAHCs and the data available to estimate such costs, the amounts used in this are best estimates of potential savings. The data provided included all of 2012 TAHCs as recorded in the payroll system. Dates documented in the system are a solid indicator of dates paid, but variances due exist which are not easily accounted for, such as weekends and holidays which may not have been paid if the employee did not work. This fiscal note also assumes that the actions taken in 2013 to temporarily assign employees to higher classification will closely resemble the

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

actions taken in 2012. It is impossible to predict otherwise as TAHCs are generally used to cover medical leave, vacations and vacancies.

Department/Prepared By Cynthia J. Pahl

Authorized Signature 

Did DAS-Fiscal Staff Review? Yes No
Did CBDP Review?² Yes No Not Required

² Community Business Development Partners' review is required on all professional service and public work construction contracts.

