

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 10/4/16

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Position Creation Under Consideration by the Committee

FISCAL EFFECT:

- No Direct County Fiscal Impact
 - Existing Staff Time Required
- Increase Operating Expenditures
(If checked, check one of two boxes below)
 - Absorbed Within Agency's Budget
 - Not Absorbed Within Agency's Budget
- Decrease Operating Expenditures
- Increase Operating Revenues
- Decrease Operating Revenues
- Increase Capital Expenditures
- Decrease Capital Expenditures
- Increase Capital Revenues
- Decrease Capital Revenues
- 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	23,566	0
	Revenue	13,603	0
	Net Cost	9,963	0
Capital Improvement Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

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. Approval of this request would fund four new FTE positions starting December 5, 2016. These positions include: 1.0 FTE SAMHSA Program Manager, 2.0 FTE Community Intervention Specialists, 1.0 FTE Administrative Assistant. These positions would support operations to administer the SAMHSA Grant programming.

B. The SAMHSA Grant, is a total of \$2.4 million dollars to be paid out in equal installments over three years. The anticipated grant award for the first year is \$800,000. The SAMHSA grant will fund 100% of the costs related to the Community Intervention Specialists positions (\$11,729) and 25% of the costs related to the SAMHSA Grant Program Manager position (\$1,874). The net cost of \$5,623 for these positions and \$4,340 cost for the Administrative Assistant position will be absorbed by the department in 2016. The total 2016 net amount for salary and statutory costs is \$7,285. The total 2016 net amount for benefits is \$2,678.

In 2017, to offset the cost of the Administrative Assistant position, the expenditures of \$50,000 to subsidize the City of Milwaukee's administrative support for the Continuum of Care will be eliminated. The 2017 net cost is expected to be about \$79,525. In each funded grant year following 2017 it is anticipated that these position actions will have a total net impact of about \$129,524 annually. Once the SAMHSA grant funding expires, the department will need to absorb the full cost of these positions. Based on the 2017 costs, the annual cost for these positions is \$306,372. (\$ 209,584 in salaries, \$80,748 in statutory costs, \$16,040 in benefits.)

C. Sufficient funds exist in the department's 2016 Operating Budget to absorb net costs of \$9,963 related to the requested action in 2016. These positions are included in the 2017 County Executive's Recommended Budget. In the remaining grant period, it is anticipated that the department will maintain an annual net cost of \$129,524. After the third year of grant funding is no longer available,

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.

the department will need to absorb the entire cost of these positions or find an alternate source of funding. Based on the 2017 costs, the total cost of these positions is expected to be \$306,372.

D. This analysis assumes that grant funding will not be renewed after the expiration of this initial three year grant. This analysis assumes the rate of pay for two pay periods in 2016 and twenty-six pay periods in 2017. This analysis assumes that the pay grades listed in the accompanying Human Resources Reports. This analysis assumes a step 1 for the SAMHSA Program Manager, and Administrative Assistant positions. A step 2 is assumed for the Community Intervention Specialist positions. This analysis also uses the position cost estimates included in B.R.A.S.S., the budgeting software.

Department/Prepared By Lisa Wozny, Budget and Management Analyst, DAS, PSB

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.