

Action Required
Finance Committee

WHEREAS, department requests for transfers within their own accounts have been received by the Department of Administrative Services, Fiscal Affairs, and the Director finds that the best interests of Milwaukee County will be served by allowance of such transfers;

THEREFORE, BE IT RESOLVED, that the Director, Department of Administrative Services, is hereby authorized to make the following transfers in the 2011 appropriations of the respective listed departments:

	<u>From</u>	<u>To</u>
1) <u>1011- General Office</u>		
6147 – Prof. Serv.- Data Process		\$5,000
5199 – Salaries & Wages	\$5,000	

An appropriation transfer of \$5,000 is requested to realign expenditure authority within the Office of the County Executive. The 2011 Adopted Budget provided sufficient funds to fully staff the office through Personal Services expenditures (5000s). However, due to the transition of administrations throughout the first half of 2011, temporary services were utilized until the new County Executive took office and was able to fully staff his office. The 2011 Adopted Budget did not provide funding to account for the potential use of temporary services during the transition period. The Office of the County Executive has already absorbed \$9,308 of these costs within its Services series (6000s). This transfer will allow the Office of the County Executive to pay the outstanding temporary staffing invoices of \$2,865 and provide for approximately \$4,000 in expenditure authority within the Services series for the remainder of the year.

This appropriation transfer has no tax levy impact.

TRANSFER SUBMITTED TO THE COUNTY EXECUTIVE 10/19/11.

	<u>From</u>	<u>To</u>
2) <u>1141 – Human Resources</u>		
6050 – Contract Pers Serv Short		\$20,000
5199 – Salaries & Wages	\$20,000	

A transfer of \$20,000 is requested by the Interim Director, Department of Administrative Services, Human Resources Division (Human Resources) to realign expenditure authority from the Personal Services appropriation unit to the Services appropriation unit in order to provide short-term clerical help due to a recent retirement.

On March 31 2011, the Senior Executive Assistant within the Office of the Director of Human Resources retired. Human Resources elected to utilize temporary clerical help to fill the position until a replacement could be hired and trained. Human Resources has hired a replacement for this position, however that individual is currently splitting time between Human Resources and their former department until the completion of the 2012 Budget Process. The requested transfer will provide sufficient services funding to continue utilizing this temporary staff until the new hire is ready to assume the duties on a full-time basis. Sufficient expenditure authority is available in the wages and salary budget due to this retirement and other turnover.

Approval of this transfer will allow the department to realign expenditures accordingly. There is no tax levy impact as a result of this transfer.

TRANSFER SUBMITTED TO THE COUNTY EXECUTIVE 10/19/11.

	<u>From</u>	<u>To</u>
3) <u>2432- Administration</u>		
6050 – Contract Pers Serv Short		\$225,000
5199 – Salaries & Wages	\$150,000	
3710 – Revenue Fr Patient Srv	75,000	

A transfer of \$225,000 is requested by the Director, Department of Child Support Enforcement to recognize the receipt of revenue and to realign expenditures within the department.

The State Department of Children and Families (DCF) allocates funds to Child Support agencies based on five federal performance measures: 1) Court Order Establishment; 2) Paternity Establishment; 3) Percentage of Current Support Collected; 4) Arrearage Cases with a Collection; and 5) Cost Effectiveness. In 2011, DCF will not use the federal measure for arrearage cases to determine performance awards. Instead, funds will be awarded based on a reduction in the number of unproductive cases. These are cases that had an arrears balance at some time during the last federal fiscal year, but no payment was made

against those arrears during the federal fiscal year. Milwaukee County is required to reduce its unproductive cases by 30% which will help to maximize future performance revenue for CSE.

This transfer realigns the 2011 adopted budget to reflect an increase in revenues and expenditures within the department. Due to the number of vacancies that the department is experiencing, temporary help was brought in to complete the reduction of unproductive cases project increasing expenditures \$225,000. This increase is offset by a reduction in expenditures of \$150,000 in the Salaries and Wages account and an increase in Medical Support Liability (MSL) revenue of \$75,000. MSL revenue is a result of fathers of newborns paying back birth-related expenses for the baby and mother that were originally paid by Medicaid. The 2011 Adopted Budget included \$450,000 in MSL revenue. However, the department has collected \$525,000, an increase of \$75,000 over the budgeted amount.

Approval of this transfer will result in a \$0 tax levy impact.

TRANSFER SUBMITTED TO THE COUNTY EXECUTIVE 10/19/11.