

3-21-19 FINANCE AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
 A DEPARTMENTAL

Action Required
 Finance and Audit 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 2019 appropriations of the respective listed departments:

1)	<u>From</u>	<u>To</u>
<u>1021 – Veteran’s Service</u>		
5199 – Salaries-Wages Budget		\$6,610
5312 – Social Security Taxes		\$506
7999 – Sundry Materials & Suppl	\$7,116	

This fund transfer moves money from within the Veteran's Service Office budget-Sundry Material & Supplies to Personal Services to fund a reclassification of the current Administrative Assistant position to Program Manager. The reclassified position helps execute the daily activities of the Veterans Services Office and contributes to program development, implementation and provides information and assistance to veterans and their families in obtaining state and federal veterans benefits. This reclassification is necessary based upon the change in job duties over time.

The \$7,116 being moved to Personal Services will fully fund the salary and Social Security increase for the reclassification for the remainder of 2019. Spending in Sundry Materials & Supplies will be monitored throughout the year.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE FEBRUARY 8, 2019

2)	<u>From</u>	<u>To</u>
<u>1151– DAS</u>		
5199 – Salaries – Wages Budget	\$46,447	
5312 – Social Security	\$3,553	
6050 – Contract Pers Serv - Short		\$50,000

The Director Department Administrative Services – Performance, Strategy, and Budget requests a transfer of \$50,000 to transfer expenditure authority from salaries and social security taxes to the 6000 series within the DAS Central Business Office. Currently, there are (3) positions vacant. Temporary help will assist in stabilizing the department. Therefore, funding of \$50,000 is requested to increase expenditure authority in the 6000 series for these related costs.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE FEBRUARY 8, 2019

3)	<u>From</u>	<u>To</u>
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4800 – Office of Emergency Management

6148 – Prof. Serv-Recurring Oper	\$107,726
5199 – Salaries-Wages Budget	\$100,066
5312 – Social Security Taxes	\$7,660

Per File No. 18-880, the Director of the Office of Emergency Management is authorized to execute an agreement with the Medical College of Wisconsin Department of Emergency Medicine for a five-year Medical Director Services Agreement ending December 31, 2023 in the amount of \$289,000 plus \$131,407 for Medical Support, the latter of which will decrease annually by 25% until MCW takes full funding responsibility.

The current funding for the EMS Division Director is budgeted in Personal Services and the FTE position will continue to remain vacant throughout 2019. The Director of the Office of Emergency Management is requesting a fund transfer of \$107,726 from the personal services accounts to the services accounts for the Medical Support contract payment. The remaining balance due of \$23,681 for Medical Support will be acquired by curbing spending within other areas of the Office of Emergency Management 2019 budget.

The fund transfer increases expenditures of \$107,726 within the Professional Services budget section and decreases expenditures of \$107,726 within the Personal Services - Salaries & Wages section for no net tax levy impact.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE FEBRUARY 8, 2019

4)		<u>From</u>	<u>To</u>
	<u>8000 - Department of Health and Human Services</u>		
	8413 – Charges County Housing Program	\$8,673	
	5199 – Salaries and Wages		\$7,143
	5312 – Social Security		\$546
	5312 – Active Pension		\$984

A transfer of \$8,673 is being requested by the Director, Department of Health and Human Services (DHHS), to recognize the reclass of three positions in the Housing Division.

DHHS submitted a request to Compensation to reclass three Housing Program Assistant positions to Community Intervention Specialist positions within the Housing Division. This request was made to align the position duties with the appropriate job classification. Positions will be performing navigation services as part of the Shelter Plus Care Program.

The total cost of \$8,673 for salaries, social security and active pension will be absorbed by transferring expenditure authority from services to administration. This cost assumes the reclasses are effective as of pay period four. The total annual cost is \$9,804. The cost of the reclassified positions is not anticipated to negatively impact services provided to Housing's consumers.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE FEBRUARY 8, 2019

5)		<u>From</u>	<u>To</u>
	<u>1000 – Office of the County Board</u>		
	5199 – Salaries and Wages		\$8,381
	6999 – Sundry Services	\$8,381	

A transfer of \$8,381 is requested by the Office of the County Board to move funds from the services account series to the personnel account series. The intent of the transfer is to fund a salary increase to address equity issues.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE MARCH 4, 2019