

## MILWAUKEE COUNTY FISCAL NOTE FORM

**DATE:** 11/01/2019

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT:** Creation of New FTE Position of IT Asset Management Lead

**FISCAL EFFECT:**

- |   |  |
|---|--|
| <input type="checkbox"/> No Direct County Fiscal Impact<br><input type="checkbox"/> Existing Staff Time Required<br><input type="checkbox"/> Increase Operating Expenditures<br>(If checked, check one of two boxes below)<br><input type="checkbox"/> Absorbed Within Agency's Budget<br><input type="checkbox"/> Not Absorbed Within Agency's Budget<br><input checked="" type="checkbox"/> Decrease Operating Expenditures<br><input type="checkbox"/> Increase Operating Revenues<br><input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures<br><input type="checkbox"/> Decrease Capital Expenditures<br><input type="checkbox"/> Increase Capital Revenues<br><input type="checkbox"/> Decrease Capital Revenues<br><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 |
|-----------------------------------|---------------------------------|--------------|------------|
| <b>Operating Budget</b>           | Expenditure                     | \$0          | (\$3,700)  |
|                                   | Revenue                         |              |            |
|                                   | Net Cost                        | \$0          | (\$3,700)  |
| <b>Capital Improvement Budget</b> | 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.

We are requesting for a new FTE position to be created for IT Asset Management Lead role. DAS-IMSD will be eliminating a contractor position to fund this position from its operating budget.

- 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.<sup>12</sup> 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.

DAS-IMSD is currently paying \$35 per hour for a contractor to do part of the activities that would be within the overall responsibilities of this new IT Asset Management Lead position. In addition to the cost savings of approximately \$3700, creation of this role will enable Milwaukee County to enable a long-term strategy of developing IT Asset Management (ITAM) governance, over technology assets that support business activities or may expose Milwaukee County to risks whether these are owned and managed by IT, business users, or customers.

- 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.

The salary of this position will be funded by a surplus in DAS-IMSD operating budget.

- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

The salary of this position is at step 2 of paygrade 31M which IMSD estimates will be necessary to hire a qualified employee.

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<sup>1</sup> 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.

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

Department/Prepared By DAS-IMSD Anu Bhango

Authorized Signature Anu Bhango

Did DAS-Fiscal Staff Review?  Yes  No

Did CBDP Review?<sup>2</sup>  Yes  No  Not Required

