



Internal Services

Budget Office

Department Summary

The Budget Office is responsible for the County's budgeting, and financial planning functions. The department works with the Board of County Commissioners and county departments to develop the county budget, long-term financial projections, and operational policies.

Expenditures By Program	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Total Required
Budget Office	\$1,663,179	\$1,680,656	\$871,594	\$1,805,669	\$200	\$1,805,869
Total:	\$1,663,179	\$1,680,656	\$871,594	\$1,805,669	\$200	\$1,805,869

Expenditures By Object Category	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Total Required
Salaries, Regular	\$1,258,867	\$1,160,539	\$667,792	\$1,281,570	\$0	\$1,281,570
Benefits	\$365,360	\$459,537	\$183,261	\$463,519	\$0	\$463,519
Allowances	\$373	\$0	\$192	\$0	\$0	\$0
Supplies	\$5,058	\$8,900	\$4,262	\$8,900	\$0	\$8,900
Temporary Services	\$0	\$1,318	\$0	\$1,318	\$0	\$1,318
Professional Services	\$2,391	\$8,626	\$1,276	\$8,626	\$0	\$8,626
Travel and Training	\$6,796	\$17,016	\$5,029	\$17,016	\$0	\$17,016
Other Services	\$24,334	\$24,720	\$9,782	\$24,720	\$200	\$24,920
Total:	\$1,663,179	\$1,680,656	\$871,594	\$1,805,669	\$200	\$1,805,869

Budget Office

Program Summary

The Office of Budget is organized to establish, monitor and amend the operating and capital budgets for Clark County pursuant to Washington State Law. Functions include facilitating the long range planning, operational planning, budgeting and performance measuring/benchmarking processes for the County. The office is also responsible for involving the community in planning and budgeting.

Operational Planning Categories

Purpose: Support Scope: Internal

Program By Object Category	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$1,258,867	\$1,160,539	\$667,792	\$1,281,570	\$0	\$1,281,570
Benefits	\$365,360	\$459,537	\$183,261	\$463,519	\$0	\$463,519
Allowances	\$373	\$0	\$192	\$0	\$0	\$0
Supplies	\$5,058	\$8,900	\$4,262	\$8,900	\$0	\$8,900
Temporary Services	\$0	\$1,318	\$0	\$1,318	\$0	\$1,318
Professional Services	\$2,391	\$8,626	\$1,276	\$8,626	\$0	\$8,626
Travel and Training	\$6,796	\$17,016	\$5,029	\$17,016	\$0	\$17,016
Other Services	\$24,334	\$24,720	\$9,782	\$24,720	\$200	\$24,920
Total:	\$1,663,179	\$1,680,656	\$871,594	\$1,805,669	\$200	\$1,805,869

Budget Adjustments	FTE	Expenditure	Revenue
TER&R Charge for extra monitor	5092-390-01	0.00	\$200
Establish an extra TER&R charge of \$100 per year per monitor for systems with more than one monitor. This will cover the additional cost of the hardware and support labor.			
0001-327-514234-Budget			
Budget Adjustment Total:	0.00	\$200	\$0

General Government Major Maintenance

Department Summary

The Major Maintenance Reserve Fund (5193) was established during 1997 under the control of the Office of Budget to manage the reserves generated by both the existing and the proposed programs with funding coming from the General Fund (0001), the ER & R Fund (5091), and the Road Fund (1012). Expenditures will be for project costs incurred by the service provider in accordance with the long term maintenance programs. The long term programs will include a contingency element which will enable changes to the annual program to be made by the County Administrator with the overall budget appropriations. The projects in this department relate specifically to general government facilities mostly in the downtown campus area.

Expenditures By Program	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Total Required
General Government Major Maintenance	\$387,108	\$600,000	\$711,297	\$100,000	\$2,495,000	\$2,595,000
Total:	\$387,108	\$600,000	\$711,297	\$100,000	\$2,495,000	\$2,595,000

Expenditures By Object Category	2009-2010	2011-2012	2011	2013-2014	Total Required
Supplies	\$87,255	\$0	\$1,251	\$0	\$0
Professional Services	\$113,892	\$100,000	\$0	\$100,000	\$100,000
Travel and Training	\$581	\$0	\$0	\$0	\$0
Other Services	\$27,189	\$0	\$6,828	\$0	\$0
Internal Charges	\$0	\$0	\$676,810	\$0	\$0
Capital Expenditures	\$158,191	\$500,000	\$26,408	\$0	\$2,495,000
Total:	\$387,108	\$600,000	\$711,297	\$100,000	\$2,495,000

General Government Major Maintenance

General Government Major Maintenance

Program Summary

This program includes cost for major maintenance projects performed for all Clark County Facilities. These buildings include, but are not limited to the County Courthouse, Franklin Center, 911 Emergency Services Center, 1408 Franklin and others. In addition to major maintenance projects, this program includes minor maintenance and remodel projects.

Operational Planning Categories

Purpose: Support Scope: Internal

Program By Object Category	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Supplies	\$87,255	\$0	\$1,251	\$0	\$0	\$0
Professional Services	\$113,892	\$100,000	\$0	\$100,000	\$0	\$100,000
Travel and Training	\$581	\$0	\$0	\$0	\$0	\$0
Other Services	\$27,189	\$0	\$6,828	\$0	\$0	\$0
Internal Charges	\$0	\$0	\$676,810	\$0	\$0	\$0
Capital Expenditures	\$158,191	\$500,000	\$26,408	\$0	\$2,495,000	\$2,495,000
Total:	\$387,108	\$600,000	\$711,297	\$100,000	\$2,495,000	\$2,595,000

Budget Adjustments	FTE	Expenditure	Revenue	
CRESA Chiller Upgrade/Replace	5193-330-02	0.00	\$230,000	\$0
This request is to fund the upgrade/replacement of the CRESA chillers and to optimize cooling of the County data center.				
5193-330-518300-Major Maintenance				
Civil PA Move to PSC	5193-330-03	0.00	\$340,000	\$0
The civil division of the Public Attorneys office has been leasing the Wolfe building since March 2008. They have requested to move into the Public Service Center to eliminate the lease payments. Their work requires the space to be constructed with offices, a conference room and area for their files and copiers. We have identified a location on the third floor of the PSC which could adequately house the seven attorneys, two support staff and is directly off the reception area. This area on the third floor is currently occupied by Public Works. They have agreed to consolidate and move onto the fourth floor to allow for construction and the eventual move of the PA's office. We are requesting planning, construction, permitting and move budget to accommodate this request. This is a carryover request: we therefore may not need the full amount of budget requested. Any budget not needed will be eliminated in the 2013 Omnibus Supplemental.				
5193-330-518300-Major Maintenance				
Controlled Sub Evidence Room	5193-330-04	0.00	\$100,000	\$0
This is a request to construct a new controlled substance evidence room for the County Sheriff inside the Sheriff's Evidence Storage Unit located in the Pepsi Building.				
5193-330-518300-Major Maintenance				
Heritage Farm Demo Parking Lot	5193-330-01	0.00	\$450,000	\$0
The Heritage Farm Master Plan calls for construction of a parking lot on the farm's northwest corner, along 78th Street. Activity at the farm has increased markedly. This request is for budget to fund construction drawings, permitting, and construction for a low impact development demonstration parking lot.				
5193-330-518300-Major Maintenance				
Main Jail Safety Retrofits	5193-330-08	0.00	\$545,000	\$0
This request is for budget authority to retrofit our main jail to mitigate identified hazardous conditions.				
5193-330-518300-Major Maintenance				
Move Veg Mgmt to 78th St Ops	5193-330-06	0.00	\$250,000	\$0
This carryover request is for general fund support to consolidate Vegetation Management at one site, on county property. This may include a portable building to house staff, a shed for chemical storage, and an area for vehicles. The cost may include construction documents, permits and construction.				
5193-330-518300-Major Maintenance				
Replace Courthouse Boilers	5193-330-05	0.00	\$80,000	\$0
This is a request for budget to help fund the replacement of two boilers in the Courthouse.				
5193-330-518300-Major Maintenance				
VA Remodel	5193-330-07	0.00	\$500,000	\$0
The Veterans Administration (VA) has asked Facilities Management to complete a substantial remodel of their space in the Center for Community Health (CCH) to accommodate additional				

Program Summary

VA Remodel

5193-330-07

The Veterans Administration (VA) has asked Facilities Management to complete a substantial remodel of their space in the Center for Community Health (CCH) to accommodate additional staff. The VA will reimburse the county for all work performed to complete the remodel.

5193-330-518300-Major Maintenance

Budget Adjustment Total:	0.00	\$2,495,000	\$0
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General Services

Department Summary

The General Services department provides a wide variety of internal support services to the County's operating departments. Included are purchasing, printing, mail room, telecommunications, records, facilities management, construction services, and loss control. However, facilities management and loss control budgets will be submitted under separate cover.

Expenditures By Program	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Total Required
Railroad	\$3,065,532	\$189,408	\$991,358	\$222,883	\$520,000	\$742,883
Mailroom	\$1,141,243	\$987,107	\$495,701	\$975,142	\$0	\$975,142
Telecommunications	\$206,510	\$212,364	\$97,217	\$192,919	\$0	\$192,919
GS Records Management Division	\$437,228	\$482,589	\$290,440	\$603,644	\$0	\$603,644
Purchasing	\$2,037,014	\$1,919,504	\$976,989	\$2,054,589	\$150,000	\$2,204,589
Printing	\$484,958	\$638,218	\$220,848	\$640,084	\$0	\$640,084
Total:	\$7,372,485	\$4,429,190	\$3,072,553	\$4,689,261	\$670,000	\$5,359,261

Expenditures By Object Category	2009-2010	2011-2012	2011	2013-2014	Total Required
Salaries, Regular	\$2,348,748	\$2,075,897	\$1,162,157	\$2,314,789	\$2,314,789
Benefits	\$833,041	\$1,013,132	\$412,867	\$1,027,090	\$1,027,090
Allowances	\$1,189	\$0	\$582	\$0	\$0
Overtime/Comp Time	\$369	\$7,000	\$236	\$7,000	\$7,000
Supplies	\$123,309	\$190,914	\$56,133	\$194,392	\$194,392
Temporary Services	\$13,177	\$0	\$14,069	\$0	\$0
Professional Services	\$15,550	\$19,400	\$2,102	\$19,400	\$19,400
Travel and Training	\$2,906	\$4,654	\$5,004	\$4,654	\$4,654
Other Services	\$1,168,530	\$1,118,193	\$508,026	\$1,117,952	\$1,267,952
Internal Charges	\$1,200	\$0	\$600	\$1,200	\$1,200
Capital Expenditures	\$2,864,466	\$0	\$910,777	\$2,784	\$522,784
Total:	\$7,372,485	\$4,429,190	\$3,072,553	\$4,689,261	\$5,359,261

GS Records Management Division

Program Summary

Records Management helps county departments comply with state laws relating to the preservation, access, and destruction of records (RCW 40.14, RCW 42.17). Records Management provides a range of services designed to reduce the amount of time county staff spends managing records, reduce the amount of space devoted to records storage, and reduce the overall costs required for maintaining all county records.

Operational Planning Categories

Purpose: Support **Scope:** Internal

Program By Object Category	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$276,665	\$291,512	\$189,189	\$379,762	\$0	\$379,762
Benefits	\$121,356	\$140,359	\$84,847	\$184,034	\$0	\$184,034
Allowances	\$167	\$0	\$135	\$0	\$0	\$0
Supplies	\$7,097	\$14,844	\$3,749	\$14,844	\$0	\$14,844
Temporary Services	\$11,791	\$0	\$1,279	\$0	\$0	\$0
Professional Services	\$2,132	\$9,800	\$1,173	\$9,800	\$0	\$9,800
Travel and Training	\$490	\$904	\$100	\$904	\$0	\$904
Other Services	\$14,931	\$25,170	\$7,642	\$14,300	\$0	\$14,300
Internal Charges	\$600	\$0	\$300	\$0	\$0	\$0
Capital Expenditures	\$1,999	\$0	\$2,026	\$0	\$0	\$0
Total:	\$437,228	\$482,589	\$290,440	\$603,644	\$0	\$603,644

Mailroom

Program Summary

The Mail room provides centralized handling of all internal and U.S. Postal Service mail pick up, sorting, delivery, metering and posting. This primary daily operation is often intermixed with the handling of special bulk mailings, UPS postings and other special mail-handling requirements. This centralization generates the volume necessary to obtain less costly pre sort rates, provides more timely delivery service to take advantage of interest earnings on incoming funds, and ensures that public funds are used most efficiently in regard to postal charges.

Operational Planning Categories

Purpose: Support **Scope:** Internal

Program By Object Category	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$118,142	\$77,876	\$32,056	\$79,414	\$0	\$79,414
Benefits	\$57,069	\$62,562	\$22,291	\$57,268	\$0	\$57,268
Allowances	\$84	\$0	\$27	\$0	\$0	\$0
Overtime/Comp Time	\$0	\$2,000	\$0	\$2,000	\$0	\$2,000
Supplies	\$9,448	\$4,450	\$1,966	\$4,450	\$0	\$4,450
Temporary Services	\$979	\$0	\$11,882	\$0	\$0	\$0
Travel and Training	\$0	\$0	\$40	\$0	\$0	\$0
Other Services	\$952,922	\$840,219	\$425,113	\$832,010	\$0	\$832,010
Internal Charges	\$600	\$0	\$300	\$0	\$0	\$0
Capital Expenditures	\$1,999	\$0	\$2,026	\$0	\$0	\$0
Total:	\$1,141,243	\$987,107	\$495,701	\$975,142	\$0	\$975,142

General Services

Printing

Program Summary

The Print shop receives requests for copies from all departments. These requests are printed and the printed materials are delivered to the requesting department(s). The Print shop also provides services such as padding, collating, punching and direct delivery to the Mail room.

Operational Planning Categories

Purpose: Support Scope: Internal

Program By Object Category	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$181,304	\$179,958	\$90,661	\$189,271	\$0	\$189,271
Benefits	\$91,595	\$120,276	\$44,457	\$112,829	\$0	\$112,829
Allowances	\$110	\$0	\$54	\$0	\$0	\$0
Overtime/Comp Time	\$0	\$3,000	\$0	\$3,000	\$0	\$3,000
Supplies	\$97,753	\$155,080	\$46,894	\$155,080	\$0	\$155,080
Temporary Services	\$407	\$0	\$0	\$0	\$0	\$0
Professional Services	\$216	\$2,000	\$216	\$2,000	\$0	\$2,000
Travel and Training	\$0	\$400	\$0	\$400	\$0	\$400
Other Services	\$113,573	\$177,504	\$38,566	\$177,504	\$0	\$177,504
Total:	\$484,958	\$638,218	\$220,848	\$640,084	\$0	\$640,084

Purchasing

Program Summary

The Purchasing Division receives requests for all supplies, services, and equipment required by County departments. Purchasing staff then obtain pricing, select vendors, arrange for purchase, follow up on delivery, address complaints, and maintain working relationships with the associated vendors. Through centralized procurement and control, the department provides for the fair and equitable treatment of all persons involved in Clark County's purchasing process, maximizes the purchasing value of public funds, and provides safeguards for maintaining the system's quality and integrity.

Operational Planning Categories

Purpose: Support Scope: Internal

Program By Object Category	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$1,482,649	\$1,260,095	\$713,615	\$1,384,258	\$0	\$1,384,258
Benefits	\$468,470	\$573,819	\$222,470	\$558,441	\$0	\$558,441
Allowances	\$718	\$0	\$329	\$0	\$0	\$0
Overtime/Comp Time	\$369	\$2,000	\$236	\$2,000	\$0	\$2,000
Supplies	\$8,785	\$16,540	\$3,479	\$20,018	\$0	\$20,018
Temporary Services	\$0	\$0	\$908	\$0	\$0	\$0
Professional Services	\$65	\$7,000	\$713	\$7,000	\$0	\$7,000
Travel and Training	\$2,416	\$3,350	\$4,864	\$3,350	\$0	\$3,350
Other Services	\$73,542	\$56,700	\$30,375	\$75,538	\$150,000	\$225,538
Internal Charges	\$0	\$0	\$0	\$1,200	\$0	\$1,200
Capital Expenditures	\$0	\$0	\$0	\$2,784	\$0	\$2,784
Total:	\$2,037,014	\$1,919,504	\$976,989	\$2,054,589	\$150,000	\$2,204,589

Budget Adjustments	FTE	Expenditure	Revenue
CCH Security	0001-320-01	0.00	\$150,000
This is a request for budget to fund the security mission in the Center for Community Health (CCH).			
0001-320-518401-Purchasing			
Budget Adjustment Total:		0.00	\$150,000
			\$0

Railroad

Program Summary

Operational Planning Categories

Purpose: Scope:

Program By Object Category	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$143,840	\$131,664	\$61,889	\$153,564	\$0	\$153,564
Benefits	\$48,039	\$57,744	\$22,724	\$69,319	\$0	\$69,319
Allowances	\$57	\$0	\$20	\$0	\$0	\$0
Professional Services	\$13,128	\$0	\$0	\$0	\$0	\$0
Capital Expenditures	\$2,860,468	\$0	\$906,725	\$0	\$520,000	\$520,000
Total:	\$3,065,532	\$189,408	\$991,358	\$222,883	\$520,000	\$742,883

Budget Adjustments	FTE	Expenditure	Revenue
Local Matching Funds RR Grant	0.00	\$20,000	\$0
WSDOT has a state-funded grant program called Freight Rail Assistance Program (FRAP) for the 2013-2015 biennium. This is the program that has funded most of Clark County's past state grant railroad projects. County staff are preparing an application proposing a project to replace 1/2 mile of old rail near Hazel Dell and Barberton, replace railroad ties, replace the surface of the Fruit Valley Road crossing, and other minor activities. The Railroad requests the funds to act as a local match towards the cost of the project. The Railroad will only use the funds if the State selects Clark County's project.			
0001-413-594730-Capital Improvements			
Railroad Capital Carryover	0.00	\$500,000	\$0
The state's 2012 Capital Budget Supplemental included \$500,000 for Chelatchie Prairie Railroad track rehabilitation. We asked for and received budget for this grant-funded project in the 2012 Spring Omnibus Supplemental. We are asking to carry this budget forward into the 2013-2014 biennium.			
0001-413-594730-Capital Improvements			
Budget Adjustment Total:	0.00	\$520,000	\$0

Telecommunications

Program Summary

The Telecommunications Division provides centralized voice communication equipment, services and support. It maintains and installs all related equipment, monitors service levels, provides technical support and training, processes and monitors all associated costs, and monitors the telecommunication market so it can advise county departments on how to improve service levels through new technology.

Operational Planning Categories

Purpose: Support Scope: Internal

Program By Object Category	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$146,148	\$134,792	\$74,747	\$128,520	\$0	\$128,520
Benefits	\$46,512	\$58,372	\$16,078	\$45,199	\$0	\$45,199
Allowances	\$53	\$0	\$17	\$0	\$0	\$0
Supplies	\$226	\$0	\$45	\$0	\$0	\$0
Professional Services	\$9	\$600	\$0	\$600	\$0	\$600
Other Services	\$13,562	\$18,600	\$6,330	\$18,600	\$0	\$18,600
Total:	\$206,510	\$212,364	\$97,217	\$192,919	\$0	\$192,919

Human Resources

Department Summary

The Human Resources Department is responsible for all personnel functions of county government including recruitment, hiring, compensation, benefits, labor relations, employee relations, civil service, training and others. The missions of the department is to enhance the effectiveness with which the County hires, compensates and manages its employees in support of each department's goals.

Expenditures By Program	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Total Required
Human Resources Services	\$2,701,565	\$2,890,322	\$1,398,995	\$3,155,105	\$13,700	\$3,168,805
CCSO Testing 201	\$168,269	\$166,795	\$57,218	\$0	\$0	\$0
County Wide Programs	\$733,903	\$654,437	\$340,384	\$644,901	\$42,000	\$686,901
Total:	\$3,603,737	\$3,711,554	\$1,796,597	\$3,800,006	\$55,700	\$3,855,706

Expenditures By Object Category	2009-2010	2011-2012	2011	2013-2014	Total Required
Salaries, Regular	\$2,370,075	\$2,256,185	\$1,174,092	\$2,346,401	\$2,346,401
Benefits	\$756,794	\$893,741	\$372,691	\$889,977	\$889,977
Allowances	\$1,027	\$0	\$492	\$0	\$0
Overtime/Comp Time	\$0	\$5,000	\$266	\$5,000	\$5,000
Supplies	\$32,624	\$47,500	\$19,241	\$47,500	\$51,200
Temporary Services	\$33,764	\$35,000	\$16,073	\$35,000	\$45,000
Professional Services	\$233,569	\$276,000	\$116,384	\$276,000	\$276,000
Travel and Training	\$24,360	\$24,500	\$15,520	\$24,500	\$66,500
Other Services	\$151,524	\$173,628	\$81,838	\$175,628	\$175,628
Total:	\$3,603,737	\$3,711,554	\$1,796,597	\$3,800,006	\$3,855,706

CCSO Testing 201

Program Summary

This program is responsible for recruiting and selecting most Sheriff's Office personnel and carrying out related administrative functions on behalf of the Civil Service Commissioner.

Operational Planning Categories

Purpose: Support Scope: Internal

Program By Object Category	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$124,673	\$120,418	\$44,459	\$0	\$0	\$0
Benefits	\$33,474	\$46,377	\$10,273	\$0	\$0	\$0
Allowances	\$52	\$0	\$15	\$0	\$0	\$0
Supplies	\$182	\$0	\$0	\$0	\$0	\$0
Professional Services	\$9,718	\$0	\$2,415	\$0	\$0	\$0
Travel and Training	\$107	\$0	\$56	\$0	\$0	\$0
Other Services	\$63	\$0	\$0	\$0	\$0	\$0
Total:	\$168,269	\$166,795	\$57,218	\$0	\$0	\$0

County Wide Programs

Program Summary

This program encompasses a variety of distinct special programs administered by the department: the Employee Assistance Program; the Property Tax Work-off Program which assists low-income and disabled persons to meet County property tax obligations through temporary work; the Courthouse Information Booth which is staffed by retired volunteers; employee recognition programs; and county-wide Training Programs which provide training opportunities of county-wide application.

Operational Planning Categories

Purpose: Support Scope: Internal

Program By Object Category	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$511,170	\$467,201	\$245,533	\$480,566	\$0	\$480,566
Benefits	\$152,061	\$184,736	\$76,350	\$161,835	\$0	\$161,835
Allowances	\$222	\$0	\$104	\$0	\$0	\$0
Overtime/Comp Time	\$0	\$0	\$12	\$0	\$0	\$0
Supplies	\$0	\$0	\$36	\$0	\$0	\$0
Temporary Services	\$33,668	\$0	\$16,015	\$0	\$0	\$0
Professional Services	\$12,047	\$0	\$0	\$0	\$0	\$0
Travel and Training	\$66	\$2,500	\$0	\$2,500	\$42,000	\$44,500
Other Services	\$24,669	\$0	\$2,334	\$0	\$0	\$0
Total:	\$733,903	\$654,437	\$340,384	\$644,901	\$42,000	\$686,901

Budget Adjustments	FTE	Expenditure	Revenue
Workforce Training	0.00	\$42,000	\$0
This program is in support of Workforce Planning, and is designed to develop managers and supervisors to be leaders for their work groups. Training will be delivered through on-site, cost effective training and development programs. These programs directly support the Reconfiguration Project goals as well as our Diversity and Inclusion objectives. An outcome will be enhanced productivity, and service to the community.			
0001-310-516104-County-Wide Programs	0001-310-003		
Budget Adjustment Total:	0.00	\$42,000	\$0

Human Resources Services

Program Summary

Provide professional services, programs and advice regarding all employment-related matters. Manage labor relations (12 bargaining units) and employee relations. Recommend policies and design and manage programs to select high-quality employees, to enhance the workplace, to treat employees fairly, and to provide total compensation packages that are competitive and cost effective. To ensure employment conditions meet legal compliance.

Operational Planning Categories

Purpose: Support **Scope:** Internal

Program By Object Category	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$1,734,232	\$1,668,566	\$884,100	\$1,865,835	\$0	\$1,865,835
Benefits	\$571,259	\$662,628	\$286,068	\$728,142	\$0	\$728,142
Allowances	\$753	\$0	\$373	\$0	\$0	\$0
Overtime/Comp Time	\$0	\$5,000	\$254	\$5,000	\$0	\$5,000
Supplies	\$32,442	\$47,500	\$19,205	\$47,500	\$3,700	\$51,200
Temporary Services	\$96	\$35,000	\$58	\$35,000	\$10,000	\$45,000
Professional Services	\$211,804	\$276,000	\$113,969	\$276,000	\$0	\$276,000
Travel and Training	\$24,187	\$22,000	\$15,464	\$22,000	\$0	\$22,000
Other Services	\$126,792	\$173,628	\$79,504	\$175,628	\$0	\$175,628
Total:	\$2,701,565	\$2,890,322	\$1,398,995	\$3,155,105	\$13,700	\$3,168,805

Budget Adjustments	FTE	Expenditure	Revenue
New Printer The department color printer's warranty is expired and it continues to have maintenance problems. Information Services staff recommends replacing the printer. 0001-310-516101-Human Resource Services	0.00	\$3,700	\$0
Temporary Employment This budget was established to provide the RSVP staff for the information desk at the Court House, the Tax Work Off program, as well as provide the HR Department to hire temporary employees as needed. The current budget is insufficient to cover the costs of the programs. 0001-310-516101-Human Resource Services	0.00	\$10,000	\$0
Budget Adjustment Total:	0.00	\$13,700	\$0

Information Services

Department Summary

The Information Services department is responsible for the County's information technology functions. The department manages the technology infrastructure, including network, servers, software applications, programmers and other staff, for county departments, the City of Vancouver, and other participating agencies.

Expenditures By Program	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Total Required
Application Services	\$4,826,585	\$4,817,383	\$2,501,715	\$5,295,747	\$337,263	\$5,633,010
Network & System Administration	\$5,166,373	\$6,098,850	\$1,271,957	\$2,413,565	\$800	\$2,414,365
County-Wide Support	\$0	\$0	\$1,270,824	\$3,176,371	\$434,390	\$3,610,761
Service Desk	\$950,141	\$923,072	\$337,348	\$594,943	\$600	\$595,543
IS Administration	\$950,852	\$687,792	\$414,081	\$797,805	\$600	\$798,405
Total:	\$11,893,951	\$12,527,097	\$5,795,925	\$12,278,431	\$773,653	\$13,052,084

Expenditures By Object Category	2009-2010	2011-2012	2011	2013-2014	Total Required
Salaries, Regular	\$6,927,913	\$6,481,843	\$3,295,468	\$6,350,470	\$6,350,470
Benefits	\$1,822,602	\$2,125,170	\$894,054	\$2,110,974	\$2,110,974
Allowances	\$2,134	\$0	\$1,046	\$0	\$0
Overtime/Comp Time	\$31,348	\$94,324	\$15,857	\$83,796	\$83,796
Supplies	\$531,375	\$1,164,706	\$220,506	\$486,620	\$594,037
Temporary Services	\$889	\$10,626	\$0	\$10,000	\$10,000
Professional Services	\$496,652	\$467,034	\$229,889	\$724,922	\$854,852
Travel and Training	\$18,088	\$39,478	\$10,234	\$42,000	\$71,400
Other Services	\$1,738,853	\$2,140,546	\$1,120,858	\$2,453,979	\$2,527,540
Internal Charges	\$3,970	\$3,370	\$1,835	\$3,670	\$3,670
Capital Expenditures	\$320,127	\$0	\$6,178	\$12,000	\$445,345
Total:	\$11,893,951	\$12,527,097	\$5,795,925	\$12,278,431	\$13,052,084

Application Services

Program Summary

Systems and Programming provides application and programming support to critical systems including financial systems (payroll and general ledger system), law and justice systems (jail records and databases, case tracking, and 911 Emergency Dispatch).

Operational Planning Categories

Purpose: **Essential** Scope: **Regional (County-wide)**

Program By Object Category	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$3,523,166	\$3,417,220	\$1,898,273	\$3,734,256	\$0	\$3,734,256
Benefits	\$937,387	\$1,207,239	\$527,141	\$1,286,795	\$0	\$1,286,795
Allowances	\$1,103	\$0	\$595	\$0	\$0	\$0
Overtime/Comp Time	\$11,799	\$46,220	\$3,488	\$63,396	\$0	\$63,396
Supplies	\$7,211	\$25,464	\$28,913	\$61,900	\$0	\$61,900
Professional Services	\$12,560	\$43,108	\$147	\$48,000	\$0	\$48,000
Travel and Training	\$14,122	\$15,324	\$6,998	\$18,400	\$0	\$18,400
Other Services	\$86,757	\$62,808	\$36,160	\$71,000	\$3,400	\$74,400
Capital Expenditures	\$232,480	\$0	\$0	\$12,000	\$333,863	\$345,863
Total:	\$4,826,585	\$4,817,383	\$2,501,715	\$5,295,747	\$337,263	\$5,633,010

Budget Adjustments		FTE	Expenditure	Revenue
SQL Server Strategy	0001-305-01	0.00	\$333,863	\$0
This project will execute the SQL Server Strategy presented to directors and department heads in May 2012. SQL servers house all county databases except the Oracle Financial Mgt System. Based on the strategy, Application Services (AP) will purchase new servers with greater efficiency than existing servers and upgrade licenses. They will consolidate databases on servers where possible and purchase new servers only when needed. They will re-use existing servers for test environments so production databases have a test venue. As a result, costs for operation will decrease, risks of server failure will decrease, unsupported software will decrease, and risk to production systems from lack of test environments will decrease. New software license service agreements will decrease costs over time.				
0001-305-518875-CCIS Application Support and Programming				
TER&R Charge for extra monitor	5092-390-01	0.00	\$3,400	\$0
Establish an extra TER&R charge of \$100 per year per monitor for systems with more than one monitor. This will cover the additional cost of the hardware and support labor.				
0001-305-518875-CCIS Application Support and Programming				
Budget Adjustment Total:		0.00	\$337,263	\$0

County-Wide Support

Program Summary

Operational Planning Categories						
Purpose: Essential		Scope: County-Wide				
Program By Object Category	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Supplies	\$0	\$0	\$47,466	\$261,570	\$107,417	\$368,987
Professional Services	\$0	\$0	\$217,587	\$676,822	\$129,930	\$806,752
Travel and Training	\$0	\$0	\$0	\$0	\$29,400	\$29,400
Other Services	\$0	\$0	\$1,005,771	\$2,237,979	\$68,161	\$2,306,140
Capital Expenditures	\$0	\$0	\$0	\$0	\$99,482	\$99,482
Total:	\$0	\$0	\$1,270,824	\$3,176,371	\$434,390	\$3,610,761

Budget Adjustments	FTE	Expenditure	Revenue	
Cost increase Ethernet service	0001-305-06	0.00	\$55,680	\$0
Increase in contractual amount for Ethernet services between ten locations.				
0001-305-518868-County S/W & H/W Maintenance				
Document Management System	0001-305-03	0.00	\$318,032	\$0
Acquire an enterprise quality document management system from SIRE to replace the Oracle/Accorde system currently used in the county, avoid a large increase in costs anticipated in 2015 by the current vendor, and provide the opportunity for other document management systems to use a new system.				
0001-305-518868-County S/W & H/W Maintenance				
Increase for PACS softw maint	0001-305-04	0.00	\$28,088	\$0
The Property Tax and Collection System (PACS) software requirements include payment to the vendor for annual software maintenance. These costs have been less while the software is in the development and installation stage. The project should be complete in 2013 and trigger the full maintenance cost due per the contract in 2014. The decision package anticipates the increase in cost at project completion.				
0001-305-518868-County S/W & H/W Maintenance				
SIRE Software Maintenance	0001-305-05	0.00	\$22,590	\$0
SIRE is a new software vendor for Clark County. Commissioner's agenda management and Treasurer EREET were installed in 2012. Maintenance payments begin in 2013 and 2014 and will be a continuing cost for the county.				
0001-305-518868-County S/W & H/W Maintenance				
Training MOU	0001-305-02	0.00	\$10,000	\$0
This Decision Package will add a total of \$5,000 per year to the baseline budget for training per the Last, Best and Final Offer contract MOU between the County and the Information Technology Guild.				
0001-305-518868-County S/W & H/W Maintenance				
Budget Adjustment Total:		0.00	\$434,390	\$0

IS Administration

Program Summary

IS administration provides administrative support to OBIS staff, plans and implements technology services, project management, and financial management.

Operational Planning Categories

Purpose: Support Scope: Internal

Program By Object Category	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$668,041	\$512,096	\$298,228	\$533,904	\$0	\$533,904
Benefits	\$189,561	\$49,230	\$82,231	\$177,781	\$0	\$177,781
Allowances	\$211	\$0	\$102	\$0	\$0	\$0
Overtime/Comp Time	\$893	\$4,150	\$0	\$400	\$0	\$400
Supplies	\$10,742	\$64,678	\$4,615	\$10,550	\$0	\$10,550
Temporary Services	\$889	\$2,500	\$0	\$0	\$0	\$0
Professional Services	\$23,138	\$3,008	\$0	\$0	\$0	\$0
Travel and Training	\$267	\$4,480	\$221	\$9,000	\$0	\$9,000
Other Services	\$53,740	\$44,280	\$26,999	\$62,800	\$600	\$63,400
Internal Charges	\$3,370	\$3,370	\$1,685	\$3,370	\$0	\$3,370
Total:	\$950,852	\$687,792	\$414,081	\$797,805	\$600	\$798,405

Budget Adjustments	FTE	Expenditure	Revenue
TER&R Charge for extra monitor			
	5092-390-01	0.00	\$600
Establish an extra TER&R charge of \$100 per year per monitor for systems with more than one monitor. This will cover the additional cost of the hardware and support labor.			
0001-305-518810-CCIS Admin			
Budget Adjustment Total:	0.00	\$600	\$0

Network & System Administration

Program Summary

Systems administrators are responsible for the architecture, design, installation and operation of the function of the overall network.

Operational Planning Categories

Purpose: Support Scope: Internal

Program By Object Category	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$2,064,960	\$2,018,469	\$864,073	\$1,746,024	\$0	\$1,746,024
Benefits	\$497,647	\$660,857	\$221,008	\$534,741	\$0	\$534,741
Allowances	\$591	\$0	\$257	\$0	\$0	\$0
Overtime/Comp Time	\$18,233	\$41,254	\$12,279	\$20,000	\$0	\$20,000
Supplies	\$456,795	\$942,364	\$113,154	\$39,500	\$0	\$39,500
Temporary Services	\$0	\$2,126	\$0	\$0	\$0	\$0
Professional Services	\$460,336	\$417,118	\$9,313	\$0	\$0	\$0
Travel and Training	\$1,243	\$9,204	\$2,785	\$13,400	\$0	\$13,400
Other Services	\$1,578,321	\$2,007,458	\$42,760	\$59,600	\$800	\$60,400
Internal Charges	\$600	\$0	\$150	\$300	\$0	\$300
Capital Expenditures	\$87,647	\$0	\$6,178	\$0	\$0	\$0
Total:	\$5,166,373	\$6,098,850	\$1,271,957	\$2,413,565	\$800	\$2,414,365

Budget Adjustments	FTE	Expenditure	Revenue
TER&R Charge for extra monitor			
	5092-390-01	0.00	\$800
Establish an extra TER&R charge of \$100 per year per monitor for systems with more than one monitor. This will cover the additional cost of the hardware and support labor.			
0001-305-518852-CCIS System Administration			
Budget Adjustment Total:	0.00	\$800	\$0

Major Maintenance Reserve - General

Department Summary

The information presented here is for prior period expenditures.

Expenditures By Program	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Total Required
Major Maintenance Reserve - General	\$174,197	\$0	\$1,213,600	\$0	\$0	\$0
Total:	\$174,197	\$0	\$1,213,600	\$0	\$0	\$0

Expenditures By Object Category	2009-2010	2011-2012	2011	Baseline	Adjustment	Total Required
Supplies	\$42	\$0	\$0	\$0	\$0	\$0
Other Services	\$174,155	\$0	\$131,825	\$0	\$0	\$0
Transfers	\$0	\$0	\$1,081,775	\$0	\$0	\$0
Total:	\$174,197	\$0	\$1,213,600	\$0	\$0	\$0

Major Maintenance Reserve - General

Program Summary

This program represents both reserves and expenditures for major maintenance projects for the Facilities Management function within the general government structure.

Operational Planning Categories

Purpose: Discretionary Scope: Internal

Program By Object Category	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Supplies	\$42	\$0	\$0	\$0	\$0	\$0
Other Services	\$174,155	\$0	\$131,825	\$0	\$0	\$0
Transfers	\$0	\$0	\$1,081,775	\$0	\$0	\$0
Total:	\$174,197	\$0	\$1,213,600	\$0	\$0	\$0

Public Information and Outreach

Department Summary

The Public Information and Outreach office (PIO) provides citizens with accurate, comprehensive information about county services, activities, and issues. In addition, the PIO office serves as a resource for elected officials' offices and other county departments in developing strategies and materials that promote effective communication and outreach with the public. The Neighborhood Outreach Program is an important component of that effort, enhancing community dialogue, partnerships, and problem-solving. The PIO office serves as the lead public information officer for the Emergency Coordination Center in the event of a natural disaster or emergency, and is responsible for establishing procedures and coordinating with other intergovernmental agencies and municipalities within Clark County.

Expenditures By Program	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Total Required
Neighborhood Outreach	\$9,851	\$8,500	\$2,514	\$4,326	\$0	\$4,326
Communications	\$1,022,166	\$1,047,230	\$538,921	\$1,264,410	\$53,692	\$1,318,102
Total:	\$1,032,017	\$1,055,730	\$541,435	\$1,268,736	\$53,692	\$1,322,428

Expenditures By Object Category	2009-2010	2011-2012	2011	2013-2014	Total Required
Salaries, Regular	\$712,856	\$655,466	\$378,414	\$850,060	\$885,488
Benefits	\$261,819	\$338,284	\$131,657	\$363,794	\$369,758
Allowances	\$342	\$0	\$169	\$0	\$0
Supplies	\$14,365	\$8,630	\$10,809	\$11,932	\$18,232
Temporary Services	\$7,898	\$8,850	\$802	\$0	\$0
Professional Services	\$1,490	\$6,300	\$2,496	\$5,500	\$5,500
Travel and Training	\$1,159	\$2,550	\$53	\$2,100	\$8,100
Other Services	\$32,088	\$35,650	\$17,035	\$35,350	\$35,350
Total:	\$1,032,017	\$1,055,730	\$541,435	\$1,268,736	\$1,322,428

Risk Management

Department Summary

The information presented here is for prior period expenditures.

Expenditures By Program	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Total Required
Health and Safety	\$227,261	\$0	\$0	\$0	\$0	\$0
Risk Management	\$434,652	-\$44	\$0	\$0	\$0	\$0
Total:	\$661,913	-\$44	\$0	\$0	\$0	\$0

Expenditures By Object Category	2009-2010	2011-2012	2011	Baseline	Adjustment	Total Required
Salaries, Regular	\$485,091	\$0	\$0	\$0	\$0	\$0
Benefits	\$148,329	-\$44	\$0	\$0	\$0	\$0
Allowances	\$211	\$0	\$0	\$0	\$0	\$0
Overtime/Comp Time	\$496	\$0	\$0	\$0	\$0	\$0
Supplies	\$13,376	\$0	\$0	\$0	\$0	\$0
Professional Services	\$437	\$0	\$0	\$0	\$0	\$0
Travel and Training	\$3,982	\$0	\$0	\$0	\$0	\$0
Other Services	\$9,991	\$0	\$0	\$0	\$0	\$0
Total:	\$661,913	-\$44	\$0	\$0	\$0	\$0

Health and Safety

Program Summary

The County's Occupational Health and Safety program works to provide and maintain a safe environment for county employees and members of the public who visit county facilities by developing safety and health programs, training employees and meeting WISHA and OSHA regulatory requirements. The program also works to ensure that all Clark County programs, services and activities are accessible to all persons including persons with disabilities by implementing policies, procedures and structural accessibility surveys to comply with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act.

Operational Planning Categories

Purpose: Essential Scope: County-Wide

Program By Object Category	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$165,433	\$0	\$0	\$0	\$0	\$0
Benefits	\$57,076	\$0	\$0	\$0	\$0	\$0
Allowances	\$57	\$0	\$0	\$0	\$0	\$0
Supplies	\$2,517	\$0	\$0	\$0	\$0	\$0
Professional Services	\$437	\$0	\$0	\$0	\$0	\$0
Travel and Training	\$1,178	\$0	\$0	\$0	\$0	\$0
Other Services	\$563	\$0	\$0	\$0	\$0	\$0
Total:	\$227,261	\$0	\$0	\$0	\$0	\$0

Risk Management

Program Summary

This program is responsible for the administration of the General Liability Fund involving claims and lawsuits against the county.

Operational Planning Categories

Purpose: Support Scope: Internal

Program By Object Category	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$319,658	\$0	\$0	\$0	\$0	\$0
Benefits	\$91,253	-\$44	\$0	\$0	\$0	\$0
Allowances	\$154	\$0	\$0	\$0	\$0	\$0
Overtime/Comp Time	\$496	\$0	\$0	\$0	\$0	\$0
Supplies	\$10,859	\$0	\$0	\$0	\$0	\$0
Travel and Training	\$2,804	\$0	\$0	\$0	\$0	\$0
Other Services	\$9,428	\$0	\$0	\$0	\$0	\$0
Total:	\$434,652	-\$44	\$0	\$0	\$0	\$0

Server Equipment Repair & Replacement

Department Summary

This fund budgets for the expenditures associated with the ongoing repair and replacement of County-wide computer network servers and collects revenue from County departments and participating outside agencies.

Expenditures By Program	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Total Required
Server Equipment Repair & Replacement	\$1,313,600	\$1,130,588	\$1,437,532	\$845,174	\$71,142	\$916,316
Total:	\$1,313,600	\$1,130,588	\$1,437,532	\$845,174	\$71,142	\$916,316

Expenditures By Object Category	2009-2010	2011-2012	2011	2013-2014	Total Required
Supplies	\$121,795	\$0	\$29,270	\$48,800	\$48,800
Other Services	\$925,513	\$0	\$511,196	\$0	\$0
Internal Charges	\$0	\$0	\$26,587	\$0	\$0
Transfers	\$100,000	\$0	\$0	\$0	\$0
Capital Expenditures	\$166,292	\$1,080,588	\$870,479	\$796,374	\$867,516
Total:	\$1,313,600	\$1,130,588	\$1,437,532	\$845,174	\$916,316

Server Equipment Repair & Replacement

Program Summary

This program facilitates the repair and replacement of County-wide computer network server equipment and collects revenue from County departments and participating outside agencies to fund these costs.

Operational Planning Categories

Purpose: Support Scope: Regional (County-wide)

Program By Object Category	2009-2010	2011-2012	2011	2013-2014		
	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Supplies	\$121,795	\$0	\$29,270	\$48,800	\$0	\$48,800
Professional Services	\$0	\$50,000	\$0	\$0	\$0	\$0
Other Services	\$925,513	\$0	\$511,196	\$0	\$0	\$0
Internal Charges	\$0	\$0	\$26,587	\$0	\$0	\$0
Transfers	\$100,000	\$0	\$0	\$0	\$0	\$0
Capital Expenditures	\$166,292	\$1,080,588	\$870,479	\$796,374	\$71,142	\$867,516
Total:	\$1,313,600	\$1,130,588	\$1,437,532	\$845,174	\$71,142	\$916,316

Budget Adjustments	FTE	Expenditure	Revenue
Two-factor authentication	5090-390-01	0.00	\$71,142
<p>In October 2013, the FBI will implement additional security measures upon organizations requiring access to their systems. Among these new measures will be the use of two-factor authentication for all users attempting access to FBI systems. Two-factor authentication typically requires the end user to use something they know, e.g. a password, and something they have, e.g. a token fob, in order to gain access to a system.</p>			
5090-390-594180-Capital-General Gov.			
Budget Adjustment Total:	0.00	\$71,142	\$0