

## **FY 2017 BUDGET WORK SESSION**

**Summary**  
**March 7, 2016**  
**6:00 p.m.**

**Present:** Phyllis Randall, Chair  
Ralph Buona, Vice Chair  
Tony Buffington  
Geary Higgins  
Matt Letourneau  
Ron Meyer  
Koran Saines  
Kristen Umstatted  
Suzanne Volpe

### **1. Call to Order**

Chair Randall called the March 7, 2016 Budget Work Session to order.

### **2. Staff Update – Erin McLellan**

Erin McLellan, Budget Director, provided an overview of the packet that had been provided in advance of the work session.

Chair Randall reminded the Board that all of the enhancements contained in the Recommended Budget or Critical Needs lists were *not* funded in the proposed budget that the Board was using as a starting point. For an enhancement on either the Recommended Budget list or Critical Needs list to be funded, a motion would be required from a Board member and an affirmative straw poll vote taken. She further reminded to Board that, while votes could change throughout the process, it was important to be as intentional as possible when casting straw poll votes.

### **3. Discussion of Recommended Budget**

#### **Planning & Zoning**

Ricky Barker, Director of Planning & Zoning, provided an overview of the department and its requests for enhancements.

The Board discussed the \$1,000,000 request for the revision of the Comprehensive Plan and the potential for allocating a portion of the funding from the fund balance in December 2016 and the remainder from the FY 2017 budget. The Board directed staff to bring back a proposal to phase the funding for this project.

### **Human Resources**

Jeanette Green, Human Resources Director, provided an overview of the department and its requests for enhancements.

Chair Randall moved that the Board of Supervisors direct the Department of Human Resources to transition from the Pay for Performance evaluation method to a merit system. Seconded by Supervisor Letourneau. The motion passed 9-0.

The Board discussed the use of consultant services for a Classification and Compensation Study and directed staff to come back to the Board with a recommendation for use of the fund balance to fund the study.

Supervisor Letourneau moved that the Board of Supervisors approve the amount available for pay increases be reduced from three (3) percent to 2.5 percent for a cost savings of approximately \$1,000,000. Seconded by Supervisor Meyer. The motion passed 6-3; Supervisors Randall, Saines, and Umstattd opposed.

### **Mental Health, Substance Abuse and Developmental Services**

Margaret Graham, MHSADS Director, provided an overview of the department and its requests for enhancements.

The Board discussed MHSADS' recommended enhancements for Community Liaison Education Recovery and Adult Detention Support.

Vice Chairman Buona moved that the Board of Supervisors add the recommended enhancements for the Mental Health, Substance Abuse and Developmental Services defined on page E-24 and E-25 of the FY 2017 budget packet. Seconded by Supervisor Buffington. The motion passed 9-0.

Supervisor Saines moved that the Board of Supervisors add two of the six full time Residential Support positions requested from MHSADS' critical needs list. Seconded by Supervisor Umstattd.

Ms. Graham provided an overview of the six positions requested for Residential Support and prioritized the positions by identifying the two In-home Support Counselors as the top priority.

Vice Chairman Buona accepted Supervisor Meyer's friendly amendment to specifically add the two In-home Support Counselors to the budget.

The Board discussed the Medicaid revenue offset. Supervisor Higgins moved that the motion be tabled until staff could report back with the Medicaid offset and the cost of each of the six requested positions. Seconded by Vice Chairman Buona. The motion passed 5-4; Supervisors Meyer, Randall, Saines, and Umstattd opposed.

### **Fire, Rescue and Emergency Management**

Chief Brower with the Department of Fire, Rescue & Emergency Management provided an overview of the department and its requests for enhancements. He further reported that the Governor had signed the Employee Assistance Program Bill.

Supervisor Volpe moved that the Board of Supervisors approve one full time Operational Medical Director and one Human Resources Administrative Assistant from the recommended list; and three positions from the Critical Needs list: 1) Quality Assurance/Quality Improvement Officer, 2) Payroll Accounts Assistant, and 3) Office Manager. Seconded by Supervisor Umstadd.

Supervisor Buona asked that the motion be divided.

Supervisor Volpe moved that the Board of Supervisors approve one full time Operational Medical Director. Seconded by Supervisor Umstadd. The motion passed 9-0.

Supervisor Volpe moved that the Board of Supervisors approve a Human Resources Administrative Assistant. Seconded by Supervisor Umstadd. The motion passed 8-1; Supervisor Meyer opposed.

Supervisor Volpe moved that the Board of Supervisors approve a Payroll Accounts Assistant. Seconded by Supervisor Umstadd.

The Board discussed the inefficiencies associated with manual reporting of timesheets/payroll.

The motion FAILED 3-6; Supervisors Buffington, Buona, Higgins, Letourneau, Meyer, Saines opposed.

Supervisor Volpe moved that the Board of Supervisors approve a Quality Assurance/Quality Improvement Officer. Seconded by Supervisor Umstadd. The motion passed 7-2; Supervisors Higgins and Meyer opposed.

Supervisor Volpe withdrew her motion to approve an Office Manager for the Office of Emergency Management.

### **Information Technology**

Wendy Wickens, Director of the Department of Information Technology, provided an overview of the department and its requests for enhancements.

Vice Chairman Buona moved that Board of Supervisors approve the Department of Information Technology's recommended enhancement for Security Program Improvements. Seconded by Supervisors Umstadd. The motion passed 9-0.

Supervisor Letourneau moved that the Board of Supervisors approve the Department of Information Technology's recommended enhancement for ERP Production Support. Seconded by Supervisor Umstadd.

The Board discussed the delay in the ERP project and the plan for implementation of Phase 2 (HR, Payroll).

Supervisor Higgins moved that the Board of Supervisors table the discussion of the ERP project. Seconded by Supervisor Meyer. The motion passed 9-0. The Board directed staff to bring a Closed Session Item to the March 17, 2016 Business Meeting for further discussion.

### **Sheriff's Office**

Sheriff Chapman, Sheriff's Office, provided an overview of the department and its requests for enhancements.

Supervisor Buffington moved that the Board of Supervisors approve all of the enhancements from the recommended list: 1) Business Licensing Enforcement Unit; 2) Senior Cook; 3) Traffic Safety Deputy. Seconded by Supervisor Saines.

Supervisor Higgins asked that the motion be divided.

Supervisor Buffington moved that the Board of Supervisors approve the enhancement request for the Business Licensing Enforcement Unit. Seconded by Supervisor Saines. Supervisor Buffington accepted Vice Chairman Buona's friendly amendment to approve only one FTE for the Business Licensing Enforcement Unit. The motion passed 7-2; Supervisors Higgins and Meyer opposed.

Supervisor Buffington moved that the Board of Supervisors approve the request for a Senior Cook at the Adult Detention Center. Seconded by Supervisor Saines. The motion FAILED 4-5; Supervisors Buona, Higgins, Meyer, Umstatted and Volpe opposed.

Supervisor Buffington moved that the Board of Supervisors approve the request for a Traffic Safety Deputy.

The Board expressed concern regarding the estimated cost of two Traffic Safety Deputies at \$505,700. Sheriff Chapman provided an itemized breakdown which covered personnel costs, training and equipment.

The motion FAILED 4-5; Supervisors Buona, Higgins, Meyer, Randall and Volpe opposed.

Supervisor Buffington moved that the Board of Supervisors approve the request for an Administrative Assistant. Seconded by Supervisor Saines. The motion passed 9-0.

The Board asked Sheriff Chapman to prioritize the Sheriff Department's requests for Critical Needs. Sheriff Chapman reported that the following three priorities were the most critical and all other requests could be eliminated: 1) Juvenile/Sex Crimes Detective; 2) Community Resource Deputy; and 3) School Resource Officer – Floater.

Supervisor Saines moved that the Board of Supervisors approve the top three priorities as identified by the Sheriff. Seconded by Supervisor Letourneau.

Supervisor Higgins asked that the motion be divided.

Supervisor Saines moved that the Board of Supervisors approve the request for Juvenile/Sex Crimes Detective. Seconded by Supervisor Letourneau. The motion passed 9-0.

Supervisor Saines moved that the Board of Supervisors approve the request for Community Resource Deputy. Seconded by Supervisor Letourneau. The motion passed 8-1; Supervisor Higgins opposed.

Supervisor Saines moved that the Board of Supervisors approve the request for School Resource Officer – Floater. Seconded by Supervisor Letourneau. The motion FAILED 4-5; Supervisors, Buffington, Buona, Higgins, Letourneau and Meyer opposed.

### **Adjourn**

Chair Randall adjourned the March 7, 2016 Budget Work Session.