

HUMAN RESOURCES

Mission

In support of the County of El Dorado's commitment to a highly qualified, productive and service oriented workforce, the Human Resources Division supports employee and department success through organizational and employee development. The mission of the Risk Management Division is to provide proactive risk management solutions that will safeguard our citizens and employees, and strengthen and preserve the viability and economic stability of our County.

Program Summaries

Human Resources

Human Resources

Positions: 8.0 FTE

Extra Help: \$0

Total Appropriations: \$1,297,105

Total Revenues: \$0

Net County Cost: \$1,297,105

Responsible for business support functions including response to all public and departmental inquiries; processing and verifying all payroll/personnel changes; maintaining official personnel files; developing and modifying personnel policies and systems; maintaining and revising official position allocation lists, salary tables, classification descriptions; and developing and revising Countywide Human Resources programs and policies.

Under the Meyers-Millias-Brown Act, negotiate and administer all labor contracts; interpret MOU and policy provisions; investigate and respond to grievances; meet and confer on the development and modification of all Countywide and departmental policies affecting wages, hours, terms and conditions of employment. This program has responsibility for overseeing all bargaining unit modifications. The department utilizes the services of a third party administrator on an "as needed" basis to provide legal advice and representation in employment and labor relation matters.

Recruitment: Develop and administer classification related advertising, outreach, and testing methodology to maximize reasonable competition and ensure compliance with Civil Service Rules, Federal, and State laws. Prepare certified employment lists utilizing the results of the recruitment process.

Classification/Salary Administration: Conducts analytical studies to ensure that employees are working within stated classifications; maintains and revises the classification plan to appropriately reflect span of responsibility, typical duties, and required qualifications in accordance with Federal, State and local laws, local ordinances, rules and policies. This program has responsibility for interpretation and correct implementation of wage and hour requirements mandated by the Fair Labor Standards Act and labor contracts.

Discipline, EEO, Discrimination Complaints: Assists departments in the preparation of disciplinary actions; investigates discrimination complaints; interprets laws, rules and procedures, and maintains Equal Employment Opportunity (EEO) policies and standards to ensure compliance with Federal, State and local laws and regulations; and prepares Equal Employment Opportunity Plans (EEOs) required by the Federal and State governments for

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receipt of Federal and State program funding. A third party administrator provides investigative services on an “as needed” basis for discipline and discrimination complaints.

Training and Orientation: Conducts orientation sessions for new hires; develops, coordinates and provides training on topics which have applicability across departmental lines; and as appropriate within budgetary limitations.

Risk Management

Operations Support

Positions: 1.10 FTE

Extra Help: \$0

Total Appropriations: \$674,122

Total Abatements: \$674,122

Net County Cost: \$0

Responsible for administrative and business support functions to include the preparation and monitoring of the department’s budget, accounting operations, payroll, purchasing and contract coordination, computer services and support. Respond to public and departmental contacts.

Loss Control

Positions: .80 FTE

Extra Help: None

Total Appropriations: \$162,616

Total Revenues: \$162,616

Net County Costs \$0

This program focuses on identifying El Dorado County’s exposure to accidental losses, analyzing the risk factors associated with those losses, and the development of programs to prevent or reduce losses to both County employees and assets. Program elements include employee safety, Injury and Illness Prevention Program (IIPP), and attention to workplace violence prevention and other critical incidents.

Liability Programs

Positions: 1.0 FTE

Extra Help: \$0

Total Appropriations: \$3,724,615

Total Revenues: \$3,724,615

Net County Cost: \$0

Liability management focuses on identifying El Dorado County’s exposure to accidental losses, analyzing the risk factors associated with those losses, identifying trends in losses and managing their reduction. This program also coordinates procurement of insurance such as excess insurance, airport liability, medical malpractice, property, and other types of risk transfer. Program elements include contract review, insurance, risk transfer, pre-employment medicals, fitness-for-duty exams, ergonomics, employee safety, and violence prevention. The Liability Program, which includes Loss Control and Operations Support, is funded by revenues from cost applied charges to the departments.

Workers Compensation & Medical Leave Management

Positions: 1.6 FTE

Extra Help: \$0

Total Appropriations: \$4,238,119

Total Revenues: \$4,238,119

Net County Cost: \$0

Administration of all employee disability management programs such as workers’ compensation, sick leave, long term disability (LTD), life insurance, Family & Medical Leave Act (FMLA), California Family Rights Act (CFRA), and CalPERS disability retirements. Early return to work is promoted through a modified work program, reasonable accommodation in

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accordance with the Americans with Disabilities Act (ADA), and coordination with employees on medical leaves, and their respective department supervisors and managers. The Medical Leave Management Program is funded by revenues from cost applied charges to the departments.

Employee Benefits

Positions: 1.5 FTE

Extra Help: None

Total Appropriations: \$29,266,732

Total Revenues: \$29,266,732

Net County Costs \$0

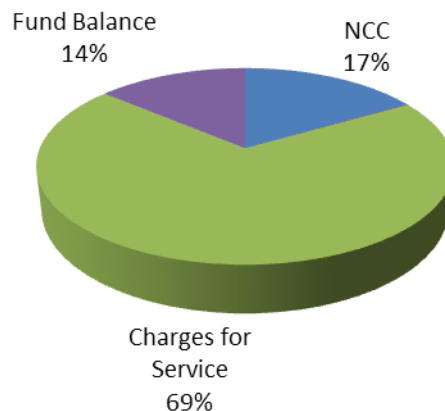
County-sponsored Health Benefits are provided for employees and their family members and eligible retirees. Benefits are delivered through a number of contracts establishing and administering both fully insured and self-insured health plans and add-in programs all with privacy compliance. The focus on privacy compliance is to ensure that countywide practices, procedures and training related to privacy issues are compliant with federal, state and local regulations and requirements, including the Health Insurance Portability and Accountability Act of 1996 (HIPPA). Major vendors and contractors include Blue Shield of California, PacifiCare, Kaiser, Delta Dental, and Vision Service Plans. The Employee Benefit Program supports the Retiree Health. The Employee Benefit Program is funded by revenues from cost applied charges to the departments and partial premium payments from employees and retirees.

Financial Charts

Source of Funds

Use of Money & Property (\$35,000): Interest revenue is generated by the cash reserves held in the Risk Management special revenue fund.

Charge for Services (\$33,097,182): Revenues to fund the Liability Programs (\$2,238,568), the Medical Leave Program (\$1,431,192), and the Employee Benefits programs (\$29,427,422) are generated through cost-applied charges to departments, employee payroll deductions, and payments from retirees.



Fund Balance (\$6,611,091): In the Medical Leave and Liability sub-funds, cost-applied charges to departments have been reduced and there is a planned use of fund balance to eliminate prior year surpluses and bring the actual funding level down to 70%.

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Net County Cost (\$1,297,105): The Human Resources division of the department is funded with discretionary General Fund tax dollars. These revenues are collected in Department 15 – General Fund Other Operations.

Use of Funds

Salaries & Benefits (\$1,476,148): Primarily comprised of general salaries and benefits (\$1,080,556), retirement (\$176,004), health insurance (\$204,572), retiree health (\$12,642), and workers' compensation (\$2,374).

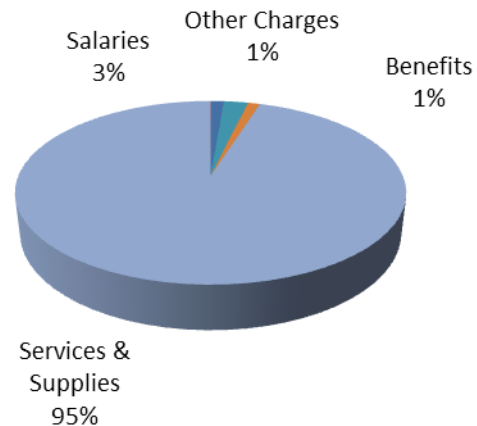
Services & Supplies (\$39,003,402): Primarily comprised of insurance premiums and claims payments in the Liability programs (\$2,277,562), Medical Leave programs (\$3,372,707), and Employee Health and Other Benefits programs (\$29,427,422).

Professional & specialized services (\$1,447,776) include amounts for the new NeoGov application software, personnel investigations, legal services related to the Civil Service Commission; benefits consulting services for the Health Benefits programs; and agency administrative fees for pre-employment screening, Med, State self-insurance license, vision and dental programs. Third party administrator fees for Liability, Medical Leave, and Health Benefits programs are budgeted at \$571,908.

Other Charges (\$531,236): Charges to Risk Management by other County departments for services, including Chief Administrative Office support (Assistant CAO and fiscal support staff), County Counsel, and the Risk Management funds' A-87 Cost Allocation Plan charges.

Intrafund Transfers (\$1,667,660): The largest portion of the appropriations in this character (\$1,642,068) is the transfer from the Retiree Health sub-fund into the health benefits sub-fund to cover the County's contribution for retiree health insurance. Charges from other departments to Human Resources General Fund functions for services such as mainframe support (\$1,804), telephone (\$8,400), and network support (\$12,913) are also included here.

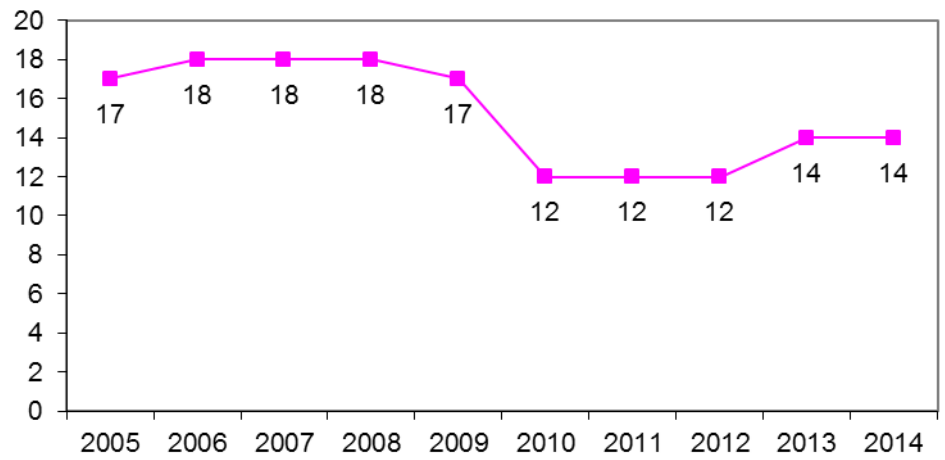
Intrafund Abatements (-\$1,642,068): These charges are wholly attributable to the transfer from the Retiree Health sub-fund into the health benefits sub-fund to cover the County's contribution for retiree health insurance.



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Staffing Trend

Staffing for the Human Resources Department has declined over the past ten years. The recommended staff allocation for FY 2013-14 is 14 FTE's. All staff are located on the West Slope.



Chief Administrative Office Comments

The Recommended Budget represents an overall increase of \$2,652,862 or 7% in revenues and an increase of \$2,913,862 or 7% in appropriations when compared to the FY 2012-13 approved budget. The Net County Cost has increased \$261,000 or 21%.

The Human Resources Division receives no revenues. Revenues for the Risk Management internal service fund are increasing slightly to offset minor increases in program costs. Funding for the Liability and Worker's Compensation programs is based on actuarial analysis and recommendations of Bickmore Risk Services and Consulting. Both programs had previously been funded above the 85% confidence level. Based on previous Board direction, the funding for these programs has now been set at the expected confidence level with taking the overfunding over a two year period to draw down the program fund balance. This results in minor adjustments in cost applied charges to departments and a use of Risk fund balance to eliminate prior year surpluses and bring the actual funding in these programs down closer to the 70% confidence level.

Appropriation increases of \$2,916,862 are associated primarily with services and supplies in Human Resources and Risk Management. The majority of increases are associated with the increased cost of health benefits in Risk Management and an increase in Human Resources associated with labor negotiations, an anticipated class and comparison study, countywide training, and legal services. Several of the increased Human Resources expenses were previously budgeted in Department 15, resulting in an offsetting decrease in expenses in that department.

The budget for the Health Benefits program includes health insurance costs for current employees and retiree health insurance. Health insurance costs are based on projections by Alliant Insurance Services, the County's health benefits consultant. The Board approved membership in the EIA Health program through CSAC-EIA, which is calculated based upon a calendar year. Any possible rate changes effective January 1, 2014, will not be known until this fall; the budget is based on a 7.0% placeholder increase for the budget year. The budget will be

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revised as necessary once the rates have been negotiated with the insurance carriers and new rates are known. Funding for the County's contribution for retiree health insurance is on a "pay as you go" basis, as in the previous two fiscal years. The Retiree Health Contribution Plan Document caps the amount to be spent on this benefit at 1.2% of Total Payroll. The estimated calculated cap is \$1,642,068 which is based on FY 12/13 actuals and will be adjusted upon final calculation in the addenda. This amount will be paid through cost-applied charges to the departments.

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Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND
 DEPARTMENT: 08 HR - HUMAN RESOURCES

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
TYPE: E EXPENDITURE					
SUBOBJ SUBOBJ					
3000 PERMANENT EMPLOYEES / ELECTED	499,091	499,091	527,671	527,671	28,580
3001 TEMPORARY EMPLOYEES	57,610	57,610	57,610	57,610	0
3004 OTHER COMPENSATION	0	0	8,500	8,500	8,500
3020 RETIREMENT EMPLOYER SHARE	92,881	92,881	103,739	103,739	10,858
3022 MEDI CARE EMPLOYER SHARE	7,235	7,235	7,648	7,648	413
3040 HEALTH INSURANCE EMPLOYER SHARE	105,155	105,155	104,280	104,280	-875
3041 UNEMPLOYMENT INSURANCE EMPLOYER	7,228	7,228	1,106	1,106	-6,122
3042 LONG TERM DISABILITY EMPLOYER	1,798	1,798	1,868	1,868	70
3043 DEFERRED COMPENSATION EMPLOYER	400	400	400	400	0
3046 RETIREE HEALTH: DEFINED CONTRIBUTIONS	6,214	6,214	6,214	6,214	0
3060 WORKERS' COMPENSATION EMPLOYER	1,267	1,267	1,267	1,267	0
3080 FLEXIBLE BENEFITS	45,000	45,000	47,400	47,400	2,400
CLASS: 30 SALARY & EMPLOYEE BENEFITS	823,879	823,879	867,703	867,703	43,824
4041 COUNTY PASS THRU TELEPHONE CHARGES	350	350	500	500	150
4060 FOOD AND FOOD PRODUCTS	600	600	2,880	2,880	2,280
4080 HOUSEHOLD EXPENSE	100	100	100	100	0
4100 INSURANCE: PREMIUM	4,709	4,709	4,975	4,975	266
4141 MAINT: OFFICE EQUIPMENT	500	500	500	500	0
4220 MEMBERSHIPS	6,550	6,550	5,720	5,720	-830
4260 OFFICE EXPENSE	4,000	4,000	6,650	6,650	2,650
4261 POSTAGE	350	350	350	350	0
4263 SUBSCRIPTION / NEWSPAPER / JOURNALS	1,500	1,500	110	110	-1,390
4264 BOOKS / MANUALS	2,000	2,000	1,000	1,000	-1,000
4300 PROFESSIONAL & SPECIALIZED SERVICES	132,725	132,725	332,290	332,290	199,565
4400 PUBLICATION & LEGAL NOTICES	5,000	5,000	5,000	5,000	0
4420 RENT & LEASE: EQUIPMENT	4,200	4,200	8,043	8,043	3,843
4461 EQUIP: MINOR	500	500	2,500	2,500	2,000
4462 EQUIP: COMPUTER	0	0	2,220	2,220	2,220
4502 EDUCATIONAL MATERIALS	5,000	5,000	2,500	2,500	-2,500
4503 STAFF DEVELOPMENT	7,500	7,500	19,500	19,500	12,000
4529 SOFTWARE LICENSE	0	0	1,572	1,572	1,572
4600 TRANSPORTATION & TRAVEL	5,000	5,000	300	300	-4,700
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	4,000	4,000	6,000	6,000	2,000
4605 RENT & LEASE: VEHICLE	250	250	250	250	0
4606 FUEL PURCHASES	250	250	250	250	0
4608 HOTEL ACCOMMODATIONS	0	0	600	600	600
CLASS: 40 SERVICE & SUPPLIES	185,084	185,084	403,810	403,810	218,726
7200 INTRAFUND TRANSFERS: ONLY GENERAL	0	0	200	200	200
7220 INTRAFND: TELEPHONE EQUIPMENT &	8,400	8,400	8,400	8,400	0
7223 INTRAFND: MAIL SERVICE	2,146	2,146	2,146	2,146	0
7224 INTRAFND: STORES SUPPORT	129	129	129	129	0
7225 INTRAFND: CENTRAL DUPLICATING	250	250	0	0	-250
7227 INTRAFND: MAINFRAME SUPPORT	1,804	1,804	1,804	1,804	0
7229 INTRAFND: PC SUPPORT	750	750	0	0	-750
7231 INTRAFND: IS PROGRAMMING SUPPORT	750	750	0	0	-750
7234 INTRAFND: NETWORK SUPPORT	12,913	12,913	12,913	12,913	0
CLASS: 72 INTRAFUND TRANSFERS	27,142	27,142	25,592	25,592	-1,550
TYPE: E SUBTOTAL	1,036,105	1,036,105	1,297,105	1,297,105	261,000
FUND TYPE: 10 SUBTOTAL	1,036,105	1,036,105	1,297,105	1,297,105	261,000

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Financial Information by Fund Type

FUND TYPE: 32 INTERNAL SERVICE FUND
 DEPARTMENT: 08 HR - HUMAN RESOURCES

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
TYPE: R REVENUE						
SUBOBJ	SUBOBJ					
0400	REV: INTEREST	35,000	35,000	35,000	35,000	0
CLASS: 04	REV: USE OF MONEY & PROPERTY	35,000	35,000	35,000	35,000	0
1760	RISK MANAGEMENT PROGRAM SERVICES	32,715,987	32,715,987	33,097,182	33,097,182	381,195
CLASS: 13	REV: CHARGE FOR SERVICES	32,715,987	32,715,987	33,097,182	33,097,182	381,195
0001	FUND BALANCE	4,339,424	4,339,424	6,611,091	6,611,091	2,271,667
CLASS: 22	FUND BALANCE	4,339,424	4,339,424	6,611,091	6,611,091	2,271,667
TYPE: R SUBTOTAL		37,090,411	37,090,411	39,743,273	39,743,273	2,652,862
TYPE: E EXPENDITURE						
SUBOBJ	SUBOBJ					
3000	PERMANENT EMPLOYEES / ELECTED	390,051	390,051	376,536	376,536	-13,515
3004	OTHER COMPENSATION	0	0	10,626	10,626	10,626
3020	RETIREMENT EMPLOYER SHARE	72,592	72,592	72,265	72,265	-327
3022	MEDI CARE EMPLOYER SHARE	5,653	5,653	5,411	5,411	-242
3040	HEALTH INSURANCE EMPLOYER SHARE	97,601	97,601	100,292	100,292	2,691
3041	UNEMPLOYMENT INSURANCE EMPLOYER	4,426	4,426	1,435	1,435	-2,991
3042	LONG TERM DISABILITY EMPLOYER	1,402	1,402	1,345	1,345	-57
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	6,428	6,428	6,428	6,428	0
3060	WORKERS' COMPENSATION EMPLOYER	1,107	1,107	1,107	1,107	0
3080	FLEXIBLE BENEFITS	33,000	33,000	33,000	33,000	0
CLASS: 30	SALARY & EMPLOYEE BENEFITS	612,260	612,260	608,445	608,445	-3,815
4041	COUNTY PASS THRU TELEPHONE CHARGES	200	200	200	200	0
4100	INSURANCE: PREMIUM	21,679	21,679	21,679	21,679	0
4101	INSURANCE: ADDITIONAL LIABILITY	1,838,249	1,838,249	2,250,908	2,250,908	412,659
4104	INSURANCE: CY CLAIMS CURRENT YEAR	32,849,848	32,849,848	34,572,801	34,572,801	1,722,953
4140	MAINT: EQUIPMENT	500	500	500	500	0
4220	MEMBERSHIPS	1,485	1,485	1,485	1,485	0
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	26,000	26,000	31,000	31,000	5,000
4260	OFFICE EXPENSE	3,250	3,250	3,250	3,250	0
4261	POSTAGE	4,200	4,200	4,200	4,200	0
4262	SOFTWARE	1,000	1,000	1,000	1,000	0
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	1,500	1,500	1,500	1,500	0
4300	PROFESSIONAL & SPECIALIZED SERVICES	102,046	102,046	107,046	107,046	5,000
4304	AGENCY ADMINISTRATION FEE	106,271	106,271	233,440	233,440	127,169
4313	LEGAL SERVICES	92,000	92,000	175,000	175,000	83,000
4315	CONTRACT: LEGAL ATTORNEY	500,000	500,000	600,000	600,000	100,000
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	5,000	5,000	5,000	5,000	0
4338	THIRD PARTY ADMINISTRATOR: RISK MNGMT	571,908	571,908	571,908	571,908	0
4400	PUBLICATION & LEGAL NOTICES	900	900	900	900	0
4420	RENT & LEASE: EQUIPMENT	4,500	4,500	4,500	4,500	0
4461	EQUIP: MINOR	1,000	1,000	1,000	1,000	0
4462	EQUIP: COMPUTER	2,000	2,000	2,000	2,000	0
4503	STAFF DEVELOPMENT	4,000	4,000	4,000	4,000	0
4507	FIRE & SAFETY SUPPLIES	3,000	3,000	3,000	3,000	0
4529	SOFTWARE LICENSE	900	900	900	900	0
4600	TRANSPORTATION & TRAVEL	750	750	750	750	0
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	775	775	775	775	0
4605	RENT & LEASE: VEHICLE	500	500	500	500	0
4606	FUEL PURCHASES	350	350	350	350	0
CLASS: 40	SERVICE & SUPPLIES	36,143,811	36,143,811	38,599,592	38,599,592	2,455,781

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Financial Information by Fund Type

FUND TYPE: 32 INTERNAL SERVICE FUND
 DEPARTMENT: 08 HR - HUMAN RESOURCES

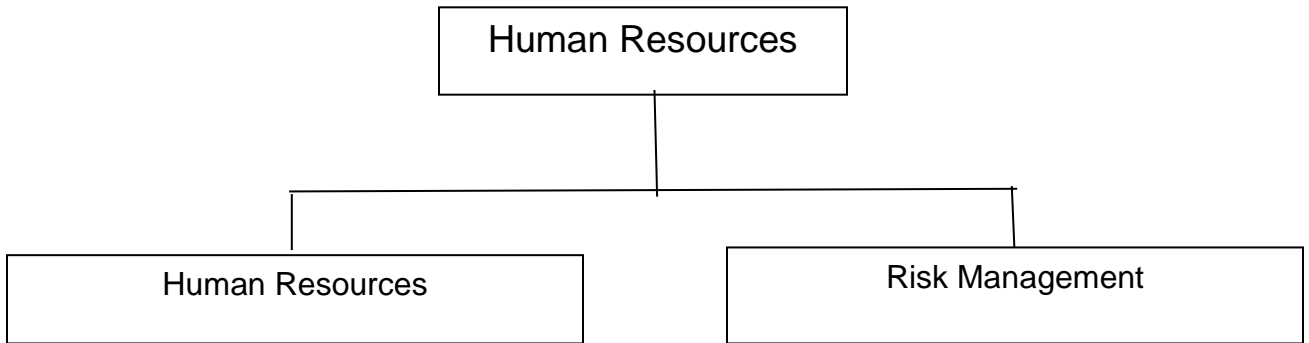
	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
5200 DEPRECIATION	2,402	2,402	2,402	2,402	0
5300 INTERFND: SERVICE BETWEEN FUND TYPES	219,202	219,202	420,097	420,097	200,895
5301 INTERFND: TELEPHONE EQUIPMENT &	3,250	3,250	3,250	3,250	0
5304 INTERFND: MAIL SERVICE	3,298	3,298	3,298	3,298	0
5305 INTERFND: STORES SUPPORT	206	206	206	206	0
5306 INTERFND: CENTRAL DUPLICATING	3,733	3,733	0	0	-3,733
5308 INTERFND: MAINFRAME SUPPORT	8,343	8,343	8,343	8,343	0
5310 INTERFND: COUNTY COUNSEL	65,000	65,000	65,000	65,000	0
5314 INTERFND: PC SUPPORT	500	500	500	500	0
5316 INTERFND: IS PROGRAMMING SUPPORT	14,400	14,400	18,133	18,133	3,733
5320 INTERFND: NETWORK SUPPORT	8,507	8,507	8,507	8,507	0
5321 INTERFND: COLLECTIONS	1,500	1,500	1,500	1,500	0
CLASS: 50 OTHER CHARGES	330,341	330,341	531,236	531,236	200,895
6042 FIXED ASSET: COMPUTER SYSTEM EQUIP	4,000	4,000	4,000	4,000	0
CLASS: 60 FIXED ASSETS	4,000	4,000	4,000	4,000	0
7250 INTRAFND: NOT GEN FUND / SAME FUND	2,122,643	2,122,643	1,642,068	1,642,068	-480,575
CLASS: 72 INTRAFUND TRANSFERS	2,122,643	2,122,643	1,642,068	1,642,068	-480,575
7380 INTRFND ABATEMENTS: NOT GENERAL FUND	-2,122,644	-2,122,644	-1,642,068	-1,642,068	480,576
CLASS: 73 INTRAFUND ABATEMENT	-2,122,644	-2,122,644	-1,642,068	-1,642,068	480,576
TYPE: E SUBTOTAL	37,090,411	37,090,411	39,743,273	39,743,273	2,652,862
FUND TYPE: 32 SUBTOTAL	0	0	0	0	0
DEPARTMENT: 08 SUBTOTAL	1,036,105	1,036,105	1,297,105	1,297,105	261,000

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Personnel Allocation

Classification Title	2012-13 Adjusted Allocation	2013-14 Dept Request	2013-14 CAO Recm'd	Diff from Adjusted
Director of Human Resources	1.00	1.00	1.00	-
Administrative Technician	1.00	1.00	1.00	-
Human Resources Manager	1.00	1.00	1.00	-
Personnel Technician	3.00	3.00	3.00	-
Principal Personnel Analyst	2.00	2.00	2.00	-
Principal Risk Management Analyst	1.00	1.00	1.00	-
Risk Management Manager	1.00	1.00	1.00	-
Risk Management Technician	2.00	2.00	2.00	-
Sr. Personnel Analyst	1.00	1.00	1.00	-
Sr. Risk Management Analyst	1.00	1.00	1.00	-
Department Total	14.00	14.00	14.00	-

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<u>Human Resources</u>	8.00
Director	.50
Manager	1.00
Personnel Tech	3.00
Principal Personnel Analyst	2.00
Sr. Personnel Analyst	1.00
Admin Tech	.50

<u>Operation Support</u>	1.30
Director	.50
Manager	.10
Principal Risk Analyst	.30
Administrative Tech	.40

<u>Loss Control</u>	.30
Sr. Risk Analyst	.30

<u>Liability Programs</u>	1.20
Manager	.40
Principal Risk Analyst	.40
Sr. Risk Analyst	.40

<u>Medical Leave Mgmt</u>	1.90
Manager	.30
Prin Risk Analyst	.30
Sr. Risk Analyst	.30
Risk Technician	1.00

<u>Employees Benefits</u>	1.30
Manager	.20
Risk Technician	1.00
Admin Technician	.10

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Human Resources Ten Year History

	04/05 Actual	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Actual
Charges for Service	-	-	-	60	60
Misc.	-	-	-	(598)	174
Total Revenue	-	-	-	(538)	234
Salaries	Division	<i>Division</i>	<i>Division</i>	630,119	538,461
Benefits	of	<i>of</i>	<i>of</i>	290,443	240,183
Services & Supplies	CAO	<i>CAO</i>	<i>CAO</i>	120,133	91,602
Other Charges	-	-	-	230	-
Intrafund Transfers	-	-	-	30,401	29,470
Total Appropriations	-	-	-	1,071,326	899,716
NCC	-	-	-	1,071,864	899,482
FTE's	10	11	12	12	11

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Human Resources Ten Year History

	09/10 Actual	10/11 Actual	11/12 Actual	12/13 Projected	13/14 Budget
Charges for Service	83	421	77	-	-
Misc.	-	-	-	-	-
Total Revenue	83	421	77	-	-
Salaries	399,412	398,381	360,649	556,701	593,781
Benefits	172,032	164,451	151,520	267,178	273,922
Services & Supplies	71,711	76,201	121,481	185,084	403,810
Other Charges	-	-	-	-	-
Intrafund Transfers	29,217	30,563	27,370	27,142	25,592
Total Appropriations	672,372	669,596	661,020	1,036,105	1,297,105
NCC	672,289	669,175	660,943	1,036,105	1,297,105
FTE's	6	6	6	8	8

7 Year Variance		
	\$ Change	% Change
Charges for Service	(60)	-100%
Misc.	598	-100%
Total Revenue	538	-100%
Salaries	(36,338)	-6%
Benefits	(16,521)	-6%
Services & Supplies	283,677	236%
Other Charges	(230)	-100%
Intrafund Transfers	(4,809)	-16%
Total Appropriations	1,297,105	121%
NCC	225,241	21%
FTE's	(4)	-33%

Notes

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HUMAN RESOURCES

Risk Management Ten Year History

	04/05	05/06	06/07	07/08	08/09
	Actual	Actual	Actual	Actual	Actual
Use of Money	365,088	1,055,925	1,697,876	1,409,111	630,855
Charges for Service	29,010,249	29,154,624	30,115,260	32,076,357	34,037,830
Misc.	720,679	716,012	630,498	881,039	566,011
Other Financing Sources	842,631	1,060,768	-	-	-
Use of Fund Balance	-	-	-	-	-
Total Revenue	30,938,647	31,987,329	32,443,634	34,366,507	35,234,696
Salaries	423,296	430,988	454,957	497,863	407,773
Benefits	181,905	206,114	238,467	202,273	210,131
Services & Supplies	22,675,949	24,339,049	26,150,721	28,158,739	30,073,372
Other Charges	244,870	323,468	124,115	274,174	274,157
Fixed Assets	3,122	-	-	-	-
Operating Transfers	841,744	1,060,768	-	-	-
Intrafund Transfers	248	1,473	-	-	-
Total Appropriations	24,371,134	26,361,860	26,968,260	29,133,049	30,965,433
Change in Fund Balance	6,567,513	5,625,469	5,475,374	5,233,458	4,269,263
FTE's	7	7	6	6	6
Fund Balance	25,413,526	30,991,274	36,507,863	41,830,473	47,147,570

HUMAN RESOURCES

Risk Management Ten Year History

	09/10 Actual	10/11 Actual	11/12 Actual	12/13 Projected	13/14 Budget
Use of Money	131,800	121,942	108,017	35,000	35,000
Charges for Service	32,255,680	32,461,167	31,897,743	32,715,987	33,097,182
Misc.	1,200,622	928,579	115,137	-	-
Other Financing Sources	-	-	-	-	-
Use of Fund Balance	-	-	-	4,339,424	6,611,091
Total Revenue	33,588,102	33,511,688	32,120,897	37,090,411	39,743,273
Salaries	386,287	455,764	308,154	390,051	387,162
Benefits	170,978	166,536	176,202	222,209	221,283
Services & Supplies	32,617,442	33,896,270	33,908,668	36,143,811	38,599,592
Other Charges	219,844	546,993	319,395	330,341	531,236
Fixed Assets	-	-	-	4,000	4,000
Operating Transfers	-	-	-	-	-
Intrafund Transfers	-	-	-	(1)	-
Total Appropriations	33,394,551	35,065,563	34,712,419	37,090,411	39,743,273
Change in Fund Balance	193,551	(1,553,875)	(2,591,522)	-	-
FTE's	6	6	6	6	6
Fund Balance	46,795,625	45,241,750	42,650,228	38,310,804	31,699,713

10 Year Variance		
	\$ Change	% Change
Use of Money	(330,088)	-90%
Charges for Service	4,086,933	14%
Misc.	(720,679)	-100%
Other Financing Sources	(842,631)	-100%
Use of Fund Balance	6,611,091	N/A
Total Revenue	8,804,626	28%
Salaries	(36,134)	-9%
Benefits	39,378	22%
Services & Supplies	15,923,643	70%
Other Charges	286,366	117%
Fixed Assets	(3,122)	-100%
Operating Transfers	(841,744)	-100%
Intrafund Transfers	3,752	1513%
Total Appropriations	15,372,139	63%
FTE's	(1)	-14%

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