

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 Operations Support

Positions: 3.00 FTE

Extra Help: \$0

Total Appropriations: \$365,835

Total Revenues: \$0

Net County Cost: \$365,835

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.

Labor Relations

Positions: 1.20 FTE

Extra Help: \$0

Total Appropriations \$146,333

Total Revenues: \$0

Net County Cost: \$146,333

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.

Employee Benefits

Positions: 3.30 FTE

Extra Help: \$0

Total Appropriations \$402,415

Total Revenues: \$0

Net County Cost: \$402,415

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.

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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 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: 0.70 FTE

Extra Help: \$0

Total Appropriations: \$0

Total Abatements: \$480,575

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. These costs are cleared out with an interfund abatement, therefore total appropriations equal zero.

Loss Control

Positions: .25 FTE

Extra Help: None

Total Appropriations: \$110,125

Total Revenues: \$110,125

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: .65 FTE

Extra Help: \$0

Total Appropriations: \$3,686,329

Total Revenues: \$3,686,329

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.

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Workers Compensation & Medical Leave Management

Positions: 2.15 FTE

Extra Help: \$0

Total Appropriations: \$3,831,536

Total Revenues: \$3,831,536

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 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: 1.75 FTE

Extra Help: None

Total Appropriations: \$29,491,158

Total Revenues: \$29,491,158

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.

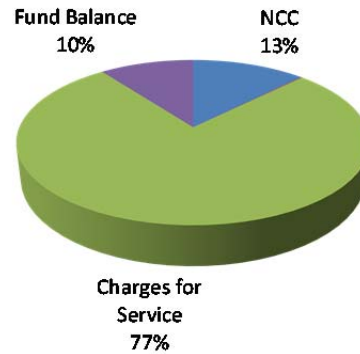
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Financial Charts

Source of Funds

Use of Money & Property (\$50,000): Interest revenue is generated by the cash reserves held in the Risk Management special revenue fund.

Charge for Services (\$32,714,724): Revenues to fund the Liability Programs (\$2,398,790), the Medical Leave Program (\$874,790), and the Employee Benefits programs (\$29,441,157) are generated through cost-applied charges to departments, employee payroll deductions, and payments from retirees.

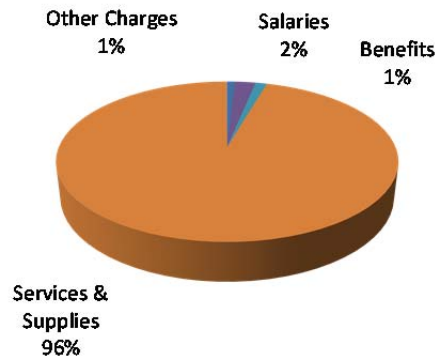


Fund Balance (\$4,354,424): In the Medical Leave and Liability sub-funds, cost-applied charges to departments have been reduced and there is a planned use of fund balance to eliminate prior year surpluses and bring the actual funding level down to 70%.

Net County Cost (\$914,580): 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 (\$1,377,339): Primarily comprised of general salaries and benefits (\$899,142), retirement (\$165,473), health insurance (\$202,576), retiree health (\$12,642), and workers' compensation (\$2,374).



Services & Supplies (\$36,285,170): Primarily comprised of insurance premiums and claims payments in the Liability programs (\$1,284,661), Medical Leave programs (\$3,110,928), and Employee Health and Other Benefits programs (\$29,007,848). Professional &

specialized services (\$1,510,145) 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

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party administrator fees for Liability, Medical Leave, and Health Benefits programs are budgeted at \$571,908.

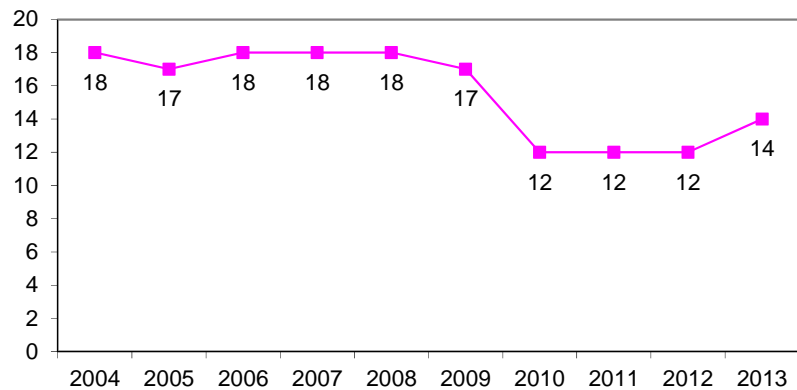
Other Charges (\$330,341): Charges to Risk Management by other County departments for services, including Chief Administrative Office support (Assistant CAO and fiscal support staff), County Counsel, and the Risk Management funds' A-87 Cost Allocation Plan charges.

Intrafund Transfers (\$2,032,122): The largest portion of the appropriations in this character (\$1,510,669) 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. Also included are transfers from the Liability, Workers Compensation, Employee Health and Retiree Health programs to cover the cost of administration for Risk Management (\$480,575). 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 (-\$1,991,244): These charges include the transfer from the Retiree Health sub-fund into the health benefits sub-fund to cover the County's contribution for retiree health insurance (\$1,510,669) as well as transfers from the various Risk programs to cover the cost of administration for Risk Management (\$480,575).

Staffing Trend

Staffing for the Human Resources Department has declined over the past ten years. The recommended staff allocation for FY 2012-13 is 14 FTE's, an increase of 2.0 FTEs. All staff are located on the West Slope.



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Chief Administrative Office Comments

The Recommended Budget represents an overall increase of \$419,295 or 1.1% in revenues and an increase of \$590,663 or 1.6% in appropriations when compared to the FY 2011-12 approved budget. The Net County Cost has increased \$171,368 or 23%.

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 a 70% confidence level. This results in a reduction 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 to the 70% confidence level.

Appropriation increases of \$590,662 are associated primarily with salaries and benefits costs in Human Resources and Risk Management. The CAO has been working closely with the Assistant CAO and the Interim Human Resources Director to develop a strategy and organizational structure that will provide appropriate resources and stability to the County's core functions of Human Resources, Risk Management, and Labor Relations. That strategy was reviewed and approved by the Board in December 2011 and the positions of Human Resources Manager and Risk Manager were added. Both positions have recently been filled. The Recommended Budget for FY 2012-13 includes the addition of 1.0 FTE Principal Personnel Analyst and 1.0 FTE Personnel Technician to address critical needs identified by the CAO, county departments and the Board of Supervisors. It is imperative that Human Resources function be adequately staffed with skilled employees if the County's overall Strategic Investment Plan is to be successful. The CAO recommends retaining the allocation for the Director of Human Resources (vacant and unfunded) to allow time to further analyze the organizational structure of Human Resources and Risk Management. Other appropriation increases include \$34,950 for annual licensing costs NeoGov, the countywide applicant tracking system, subscription to Governmentjobs.com website, and performance evaluation tool.

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, 2013, will not be known until this fall; the budget is based on a 5.0% placeholder increase for the budget year. The budget will be 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 calculated cap for FY 2012-13 is \$1,642,068. 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

		CURRENT YR		DEPARTMENT	CAO	
		MID-YEAR	APPROVED	REQUEST	RECOMMENDED	DIFFERENCE
		PROJECTION	BUDGET		BUDGET	
TYPE: E EXPENDITURE						
SUBOBJ	SUBOBJ TITLE					
3000	PERMANENT EMPLOYEES / ELECTED	256,637	405,914	499,091	499,091	93,177
3001	TEMPORARY EMPLOYEES	123,104	0	0	0	0
3004	OTHER COMPENSATION	14,235	9,525	0	0	-9,525
3020	RETIREMENT EMPLOYER SHARE	53,441	78,386	92,881	92,881	14,495
3022	MEDI CARE EMPLOYER SHARE	5,885	5,885	7,235	7,235	1,350
3040	HEALTH INSURANCE EMPLOYER	71,739	71,739	105,155	105,155	33,416
3041	UNEMPLOYMENT INSURANCE EMPLOYER	5,145	5,145	6,038	6,038	893
3042	LONG TERM DISABILITY EMPLOYER	1,461	1,461	1,798	1,798	337
3043	DEFERRED COMPENSATION EMPLOYER	400	1,200	400	400	-800
3046	RETIREE HEALTH: DEFINED	6,199	6,199	6,199	6,214	15
3060	WORKERS' COMPENSATION EMPLOYER	1,964	1,964	2,332	1,267	-697
3080	FLEXIBLE BENEFITS	38,340	38,340	45,000	45,000	6,660
CLASS: 30	SALARY & EMPLOYEE BENEFITS	578,550	625,758	766,129	765,079	139,321
4041	COUNTY PASS THRU TELEPHONE CHARGES	350	350	350	350	0
4060	FOOD AND FOOD PRODUCTS	600	600	600	600	0
4080	HOUSEHOLD EXPENSE	100	100	100	100	0
4100	INSURANCE: PREMIUM	6,245	6,245	6,294	4,709	-1,536
4141	MAINT: OFFICE EQUIPMENT	500	500	500	500	0
4220	MEMBERSHIPS	6,085	6,085	6,550	6,550	465
4260	OFFICE EXPENSE	2,500	4,000	4,000	4,000	0
4261	POSTAGE	350	350	350	350	0
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	1,500	1,500	1,500	1,500	0
4264	BOOKS / MANUALS	1,000	2,000	2,000	2,000	0
4300	PROFESSIONAL & SPECIALIZED SERVICES	36,400	36,400	70,000	70,000	33,600
4400	PUBLICATION & LEGAL NOTICES	5,000	5,000	5,000	5,000	0
4420	RENT & LEASE: EQUIPMENT	4,200	4,200	4,200	4,200	0
4461	EQUIP: MINOR	1,000	1,000	500	500	-500
4502	EDUCATIONAL MATERIALS	8,000	10,000	5,000	5,000	-5,000
4503	STAFF DEVELOPMENT	3,000	4,000	7,500	7,500	3,500
4529	SOFTWARE LICENSE	900	900	0	0	-900
4600	TRANSPORTATION & TRAVEL	1,750	1,750	5,000	5,000	3,250
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	3,500	3,500	4,000	4,000	500
4605	RENT & LEASE: VEHICLE	500	500	250	250	-250
4606	FUEL PURCHASES	500	500	250	250	-250
CLASS: 40	SERVICE & SUPPLIES	83,980	89,480	123,944	122,359	32,879
7220	INTRAFND: TELEPHONE EQUIPMENT &	7,500	8,265	8,400	8,400	135
7223	INTRAFND: MAIL SERVICE	2,311	2,246	2,246	2,146	-100
7224	INTRAFND: STORES SUPPORT	500	746	400	129	-617
7225	INTRAFND: CENTRAL DUPLICATING	250	250	250	250	0
7227	INTRAFND: MAINFRAME SUPPORT	1,804	1,804	1,804	1,804	0
7229	INTRAFND: PC SUPPORT	500	500	750	750	250
7231	INTRAFND: IS PROGRAMMING SUPPORT	800	1,000	750	750	-250
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	250	250	0	0	-250
7234	INTRAFND: NETWORK SUPPORT	12,913	12,913	12,913	12,913	0
CLASS: 72	INTRAFUND TRANSFERS	26,828	27,974	27,513	27,142	-832
TYPE: E SUBTOTAL		689,358	743,212	917,586	914,580	171,368
FUND TYPE: 10	SUBTOTAL	689,358	743,212	917,586	914,580	171,368

HUMAN RESOURCES

Financial Information by Fund Type

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

		CURRENT YR		DEPARTMENT REQUEST	CAO RECOMMENDED	
		MID-YEAR PROJECTION	APPROVED BUDGET		BUDGET	DIFFERENCE
TYPE: R REVENUE						
SUBOBJ	SUBOBJ TITLE					
0400	REV: INTEREST	50,000	50,000	50,000	50,000	0
CLASS: 04	REV: USE OF MONEY & PROPERTY	50,000	50,000	50,000	50,000	0
1760	RISK MANAGEMENT PROGRAM SERVICES	34,177,055	34,177,055	32,714,724	32,714,724	-1,462,331
CLASS: 13	REV: CHARGE FOR SERVICES	34,177,055	34,177,055	32,714,724	32,714,724	-1,462,331
1942	MISC: REIMBURSEMENT	15,000	15,000	0	0	-15,000
CLASS: 19	REV: MISCELLANEOUS	15,000	15,000	0	0	-15,000
0001	FUND BALANCE	2,657,798	2,457,798	4,354,424	4,354,424	1,896,626
CLASS: 22	FUND BALANCE	2,657,798	2,457,798	4,354,424	4,354,424	1,896,626
TYPE: R SUBTOTAL		36,899,853	36,699,853	37,119,148	37,119,148	419,295

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Financial Information by Fund Type

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

		CURRENT YR		DEPARTMENT	CAO	
		MID-YEAR	APPROVED	REQUEST	RECOMMENDED	
		PROJECTION	BUDGET		BUDGET	DIFFERENCE
TYPE:		E EXPENDITURE				
SUBOBJ	SUBOBJ TITLE					
3000	PERMANENT EMPLOYEES / ELECTED	402,623	406,976	390,051	390,051	-16,925
3001	TEMPORARY EMPLOYEES	2,265	0	0	0	0
3004	OTHER COMPENSATION	11,141	9,035	0	0	-9,035
3020	RETIREMENT EMPLOYER SHARE	71,161	72,167	72,592	72,592	425
3022	MEDI CARE EMPLOYER SHARE	5,900	5,900	5,653	5,653	-247
3040	HEALTH INSURANCE EMPLOYER	86,746	85,713	97,601	97,601	11,888
3041	UNEMPLOYMENT INSURANCE EMPLOYER	5,317	5,317	4,426	4,426	-891
3042	LONG TERM DISABILITY EMPLOYER	1,467	1,467	1,402	1,402	-65
3043	DEFERRED COMPENSATION EMPLOYER	416	400	0	0	-400
3046	RETIREE HEALTH: DEFINED	5,893	5,893	5,893	6,428	535
3060	WORKERS' COMPENSATION EMPLOYER	1,978	1,978	2,037	1,107	-871
3080	FLEXIBLE BENEFITS	33,599	33,660	33,000	33,000	-660
CLASS: 30	SALARY & EMPLOYEE BENEFITS	628,506	628,506	612,655	612,260	-16,246
4041	COUNTY PASS THRU TELEPHONE CHARGES	200	200	200	200	0
4100	INSURANCE: PREMIUM	9,978	9,978	1,870,956	21,679	11,701
4101	INSURANCE: ADDITIONAL LIABILITY	2,078,973	10,826,847	27,191,942	29,030,191	18,203,344
4104	INSURANCE: CY CLAIMS CURRENT YEAR	31,894,582	23,997,308	5,657,906	5,657,906	-18,339,402
4140	MAINT: EQUIPMENT	500	500	500	500	0
4220	MEMBERSHIPS	865	865	1,485	1,485	620
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	26,000	26,000	26,000	26,000	0
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	0	0	1,000	1,000	1,000
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	1,500	1,500	1,500	1,500	0
4300	PROFESSIONAL & SPECIALIZED SERVICES	208,772	208,772	117,046	117,046	-91,726
4304	AGENCY ADMINISTRATION FEE	75,000	75,000	106,271	106,271	31,271
4313	LEGAL SERVICES	0	0	92,000	92,000	92,000
4315	CONTRACT: LEGAL ATTORNEY	1,000,000	0	500,000	500,000	500,000
4324	MEDICAL, DENTAL, LAB & AMBULANCE SRV	20,000	20,000	5,000	5,000	-15,000
4338	THIRD PARTY ADMINISTRATOR: RISK MNGMT	648,477	648,477	571,908	571,908	-76,569
4400	PUBLICATION & LEGAL NOTICES	400	400	900	900	500
4420	RENT & LEASE: EQUIPMENT	4,200	4,200	4,500	4,500	300
4461	EQUIP: MINOR	500	500	1,000	1,000	500
4462	EQUIP: COMPUTER	0	0	6,000	6,000	6,000
4503	STAFF DEVELOPMENT	2,850	2,850	4,000	4,000	1,150
4507	FIRE & SAFETY SUPPLIES	0	0	3,000	3,000	3,000
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	100	100	500	500	400
4606	FUEL PURCHASES	150	150	350	350	200

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Financial Information by Fund Type

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

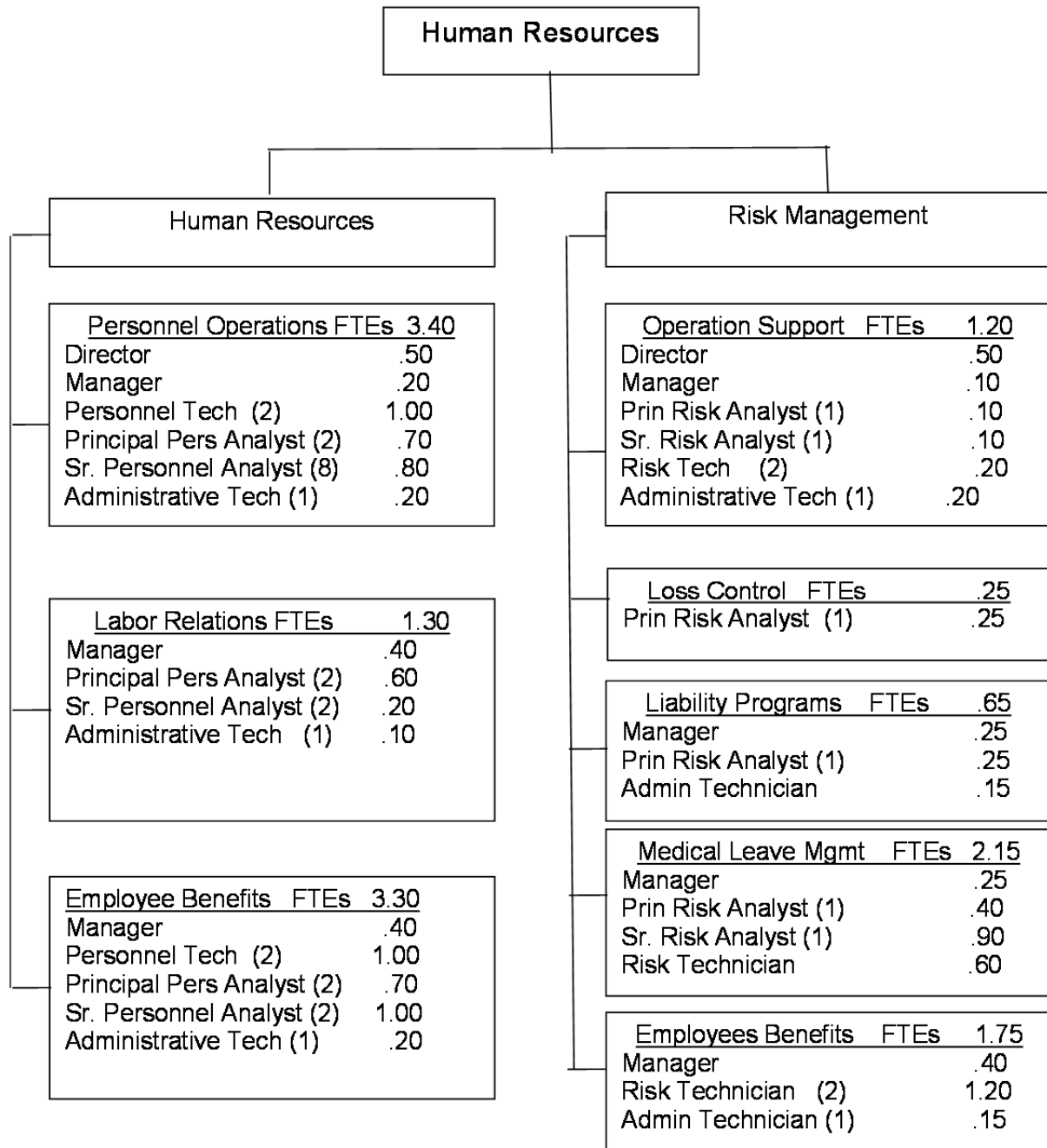
		CURRENT YR		DEPARTMENT REQUEST	CAO RECOMMENDED	
		MID-YEAR PROJECTION	APPROVED BUDGET		BUDGET	DIFFERENCE
CLASS: 40	SERVICE & SUPPLIES	35,982,922	35,833,522	36,173,839	36,162,811	329,289
5140	JUDGMENT & DAMAGES	50,600	0	0	0	0
5200	DEPRECIATION	2,000	2,000	2,402	2,402	402
5300	INTERFND: SERVICE BETWEEN FUND	127,036	127,036	219,202	219,202	92,166
5301	INTERFND: TELEPHONE EQUIPMENT &	0	0	3,250	3,250	3,250
5304	INTERFND: MAIL SERVICE	0	0	0	3,298	3,298
5305	INTERFND: STORES SUPPORT	895	895	895	206	-689
5306	INTERFND: CENTRAL DUPLICATING	3,733	3,733	3,733	3,733	0
5308	INTERFND: MAINFRAME SUPPORT	8,343	8,343	8,343	8,343	0
5310	INTERFND: COUNTY COUNSEL	79,610	79,610	65,000	65,000	-14,610
5314	INTERFND: PC SUPPORT	0	0	500	500	500
5316	INTERFND: IS PROGRAMMING SUPPORT	7,200	7,200	14,400	14,400	7,200
5320	INTERFND: NETWORK SUPPORT	8,507	8,507	8,507	8,507	0
5321	INTERFND: COLLECTIONS	500	500	0	0	-500
5322	INTERFND: PRIVACY/COMPLIANCE PROGRAM	0	0	1,500	1,500	1,500
CLASS: 50	OTHER CHARGES	288,424	237,824	327,732	330,341	92,517
7250	INTRAFND: NOT GEN FUND / SAME FUND	2,404,305	2,404,305	2,004,980	2,004,980	-399,325
CLASS: 72	INTRAFUND TRANSFERS	2,404,305	2,404,305	2,004,980	2,004,980	-399,325
7380	INTRFND ABATEMENTS: NOT GENERAL	-2,404,304	-2,404,304	-1,991,243	-1,991,244	413,060
CLASS: 73	INTRAFUND ABATEMENT	-2,404,304	-2,404,304	-1,991,243	-1,991,244	413,060
TYPE: E SUBTOTAL		36,899,853	36,699,853	37,127,963	37,119,148	419,295
FUND TYPE: 32	SUBTOTAL	0	0	8,815	0	0
DEPARTMENT: 08	SUBTOTAL	689,358	743,212	926,401	914,580	171,368

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Personnel Allocation

Classification Title	2011-12 Adjusted Allocation	2012-13 Dept Request	2012-13 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	2.00	3.00	3.00	1.00
Principal Personnel Analyst	1.00	2.00	2.00	1.00
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	12.00	14.00	14.00	2.00

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Human Resources Ten Year History

	03/04 Actual	04/05 Actual	05/06 Actual	06/07 Actual	07/08 Actual
Charges for Service	33,315	-	-	-	60
Misc.	100	-	-	-	(598)
Total Revenue	33,415	-	-	-	(538)
Salaries	455,237	<i>Division</i>	<i>Division</i>	<i>Division</i>	630,119
Benefits	172,221	<i>of</i>	<i>of</i>	<i>of</i>	290,443
Services & Supplies	240,121	CAO	CAO	CAO	120,133
Other Charges	25	-	-	-	230
Intrafund Transfers	(62,019)	-	-	-	30,401
Total Appropriations	805,585	-	-	-	1,071,326
NCC	772,170	-	-	-	1,071,864
FTE's	11	10	11	12	12

HUMAN RESOURCES

Human Resources Ten Year History

	08/09 Actual	09/10 Actual	10/11 Actual	11/12 Projected	12/13 Budget
Charges for Service	60	83	421	-	-
Misc.	174	-	-	-	-
Total Revenue	234	83	421	-	-
Salaries	538,461	399,412	398,381	393,976	499,091
Benefits	240,183	172,032	164,451	184,574	265,988
Services & Supplies	91,602	71,711	76,201	83,980	122,359
Other Charges	-	-	-	-	-
Intrafund Transfers	29,470	29,217	30,563	26,828	27,142
Total Appropriations	899,716	672,372	669,596	689,358	914,580
NCC	899,482	672,289	669,175	689,358	914,580
FTE's	11	6	6	6	8

10 Year Variance		
	\$ Change	% Change
Charges for Service	(33,315)	-100%
Misc.	(100)	-100%
Total Revenue	(33,415)	-100%
Salaries	43,854	10%
Benefits	93,767	54%
Services & Supplies	(117,762)	-49%
Other Charges	(25)	-100%
Intrafund Transfers	89,161	-144%
Total Appropriations	108,995	14%
NCC	142,410	18%
FTE's	(3)	-27%

Notes

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HUMAN RESOURCES

Risk Management Ten Year History

	03/04	04/05	05/06	06/07	07/08
	Actual	Actual	Actual	Actual	Actual
Use of Money	149,492	365,088	1,055,925	1,697,876	1,409,111
State	-	-	-	-	-
Federal	5,727	-	-	-	-
Charges for Service	28,004,039	29,010,249	29,154,624	30,115,260	32,076,357
Misc.	899,516	720,679	716,012	630,498	881,039
Other Financing Sources	401,500	842,631	1,060,768	-	-
Use of Fund Balance	-	-	-	-	-
Total Revenue	29,460,274	30,938,647	31,987,329	32,443,634	34,366,507
Salaries	378,857	423,296	430,988	454,957	497,863
Benefits	140,176	181,905	206,114	238,467	202,273
Services & Supplies	23,565,447	22,675,949	24,339,049	26,150,721	28,158,739
Other Charges	230,725	244,870	323,468	124,115	274,174
Fixed Assets	406,700	3,122	-	-	-
Operating Transfers	-	841,744	1,060,768	-	-
Intrafund Transfers	-	248	1,473	-	-
Total Appropriations	24,721,905	24,371,134	26,361,860	26,968,260	29,133,049
Change in Fund Balance	4,738,369	6,567,513	5,625,469	5,475,374	5,233,458
FTE's	7	7	7	6	6
Fund Balance	18,807,096	25,413,526	30,991,274	36,507,863	41,830,473

HUMAN RESOURCES

Risk Management Ten Year History

	08/09 Actual	09/10 Actual	10/11 Actual	11/12 Projected	12/13 Budget
Use of Money	630,855	131,800	121,942	50,000	50,000
State	-	-	-	-	-
Federal	-	-	-	-	-
Charges for Service	34,037,830	32,255,680	32,461,167	34,177,055	32,714,724
Misc.	566,011	1,200,622	928,579	15,000	-
Other Financing Sources	-	-	-	-	-
Use of Fund Balance	-	-	-	2,657,798	4,354,424
Total Revenue	35,234,696	33,588,102	33,511,688	36,899,853	37,119,148
Salaries	407,773	386,287	455,764	416,029	390,051
Benefits	210,131	170,978	166,536	212,477	222,209
Services & Supplies	30,073,372	32,617,442	33,896,270	35,982,923	36,162,811
Other Charges	274,157	219,844	546,993	288,424	330,341
Intrafund Transfers	-	-	-	-	13,736
Contingency	-	-	-	-	-
Reserve	-	-	-	-	-
Total Appropriations	30,965,433	33,394,551	35,065,563	36,899,853	37,119,148
Change in Fund Balance	4,269,263	193,551	(1,553,875)	-	-
FTE's	6	6	6	6	6
Fund Balance	47,147,570	46,795,625	45,241,750	45,241,750	40,887,326

10 Year Variance		
	\$ Change	% Change
Use of Money	(99,492)	-67%
State	-	N/A
Charges for Service	4,710,685	17%
Misc.	(899,516)	-100%
Other Financing Sources	(401,500)	-100%
Total Revenue	7,658,874	N/A
Salaries	11,194	3%
Benefits	82,033	59%
Services & Supplies	12,597,364	53%
Other Charges	99,616	43%
Contingency	-	N/A
Reserve	-	N/A
Total Appropriations	12,397,243	50%
NCC	(4,738,369)	-100%
FTE's	(1)	-14%

Notes

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