



# BASE BUDGET ADJUSTMENTS AND BASE BUDGET ADJUSTMENT OPTIONS

RETIREMENT AND INDEPENDENT ENTITIES APPROPRIATIONS SUBCOMMITTEE  
STAFF: THOMAS YOUNG

ISSUE BRIEF

This document summarizes recommended base budget adjustments and other potential base budget adjustments.

## **Proposed Intent Language**

Under the terms of Section 63J-1-603 of the Utah Code, the Legislature intends that \$30,000 of appropriations provided for the Career Service Review Office in Laws of Utah 2017, Chapter 3, Item 4 shall not lapse at the close of fiscal year 2018. The use of any nonlapsing funds is limited to grievance resolution.

Under the terms of Section 63J-1-603 of the Utah Code, the Legislature intends that \$70,000 of appropriations provided for the Department of Human Resource Management in Laws of Utah 2017, Chapter 3, Item 3 shall not lapse at the close of fiscal year 2018. The use of any nonlapsing funds is limited to \$50,000 for statewide management training and \$20,000 for administrative law judge compliance.

## **Nonlapsing Budget Balances**

Adjust the FY 2018 Beginning Nonlapsing balance in the Digital Teaching and Learning Program within the Utah Education and Telehealth Network to \$3,006,600 and the FY 2018 Closing Nonlapsing to (\$1,035,100) and the Beginning Nonlapsing in FY 2019 to \$1,035,100.

## **Performance Measures**

The Legislature intends that the Department of Human Resource Management report on the following performance measures for the DHRM Internal Service Fund line item: (1) days of operating expenses held in retained earnings (Target=60 or less), (2) ratio of HR staff to customer agency staff (Target=30% or more below industry average), and (3) customer agency satisfaction rate (Target=85%) by October 31, 2018 to the Retirement and Independent Entities Appropriations Subcommittee.

The Legislature intends that the Department of Human Resource Management report on the following performance measures for the Human Resource Management line item: (1) percent of administrative law judge evaluations completed on time (Target=100%), (2) number of graduates from the Certified Public Manager course (Target=70), and (3) number of participant hours in leadership classes (Target=2,500) by October 31, 2018 to the Retirement and Independent Entities Appropriations Subcommittee.

The Legislature intends that the Utah Education and Telehealth Network report on the following performance measures: (1) Circuit connections to institutions, with a FY 2018 target of 97%; (2) Number of interactive video conferences (IVC) occurring over the Utah Education Network IVC systems, with a FY 2018 target of 40,000 classes delivered over the UEN System; and (3) The percentage of customers using the shared-cost Utah Education Network course management system, with a FY 2018 target of 25% for K-12 customers by October 31, 2018 to the Retirement and Independent Entities Appropriations Subcommittee.

The Legislature intends that the Career Service Review Office report on the following performance measure: (1) days to issue a jurisdictional decision (Target=15 or less), (2) days to conduct an evidentiary hearing (Target=150 or less), and (3) working days to issue the evidentiary hearing written decision (Target=20 or less) by October 31, 2018 to the Retirement and Independent Entities Appropriations Subcommittee.

**Federal Funds**

Total: \$4,054,000

Corporation for Public Broadcasting: \$3,729,000

Northwest Region Telehealth Resource Grant: \$325,000

**Dedicated Credits**

Increase dedicated credits for the Department of Human Resources' ISF – Human Resource Management line item by \$280,200 to \$14,503,900.

**Base Budget Options**

<b>Description</b>	<b>Ongoing</b>	<b>One-time</b>
Career Service Review Office - Eliminate Court Reporter Requirement (HB 183)	-\$5,000	\$2,000
DHRM - Continue System Development at a Slower Pace (adjust fees accordingly)	-\$125,000	
UETN - Adjustment to Nonlapsing Balance		-\$750,000

**Department of Human Resources Adjustments**

**Option 1:**

DHRM Fees, Budgeted FTE, and Capital Outlay

<u>Fee Name</u>	<u>Amount</u>	<u>Proposed Fee</u>	<u>2017 Actual</u>	<u>2018 Estimate</u>	<u>2019 Request</u>
CPM Fee	\$ 750	\$ 750	\$230,250	\$225,000	\$225,000
Other Training Fee	\$ 15	\$ 15	\$12,545	\$15,000	\$15,000
Consulting Service	\$ 45	\$ 50	\$1,500	\$0	\$0
HR Services	\$ 723	\$ 740	\$13,321,203	\$13,455,970	\$13,772,362
Payroll Services	\$ 54	\$ 54	\$680,940	\$714,712	\$714,712
CORE	\$ 12	\$ 12	\$240,515	\$242,887	\$242,887
*AG Legal Fee	\$ 21.13	\$ 21	\$139,307	N/A	N/A

**\*Fee was moved to the AG's Office beginning in FY18**

Budgeted FTE: 145

Capital Outlay: \$1,500,000

**Option 2:**

<u>Fee Name</u>	<u>Amount</u>	<u>Proposed Fee</u>	<u>2017 Actual</u>	<u>2018 Estimate</u>	<u>2019 Request</u>
CPM Fee	\$ 750	\$ 750	\$230,250	\$225,000	\$225,000
Other Training Fee	\$ 15	\$ 15	\$12,545	\$15,000	\$15,000
Consulting Service	\$ 45	\$ 50	\$1,500	\$0	\$0
HR Services	\$ 723	\$ 724	\$13,321,203	\$13,455,970	\$13,474,581
Payroll Services	\$ 54	\$ 54	\$680,940	\$714,712	\$714,712
CORE	\$ 12	\$ 12	\$240,515	\$242,887	\$242,887
*AG Legal Fee	\$ 21.13	\$ 21	\$139,307	N/A	N/A

**\*Fee was moved to the AG's Office beginning in FY18**

Budgeted FTE: 145

Capital Outlay: \$1,500,000