

	COL A90 SCH VIII B-1 REDUCTIONS	COL A91 SCH VIII B-1 NR FY10-11	COL A92 SCH VIII B-1 ANZ FY10-11	CODES
POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: ADMINISTRATION PGM				72010000
EXECUTIVE DIR/SUPPORT SVCS				72010100
GOV OPERATIONS/SUPPORT				16
EXEC LEADERSHIP/SUPPRT SVC				1602.00.00.00
SCHEDULE VIII B REDUCTIONS - OPERATING				33B0000
FIVE PERCENT REDUCTION - OTHER PERSONAL SERVICES AND INFORMATION TECHNOLOGY SERVICES				33B5000 030000
OTHER PERSONAL SERVICES				
ADMINISTRATIVE TRUST FUND -STATE	1,916-	1,916-		2021 1
EXPENSES				040000
GENERAL REVENUE FUND -STATE	8,000-	8,000-		1000 1
DATA PROCESSING SERVICES				210000
SOUTHWOOD SRC				210021
ADMINISTRATIVE TRUST FUND -STATE	190,173-	190,173-		2021 1
TOTAL: FIVE PERCENT REDUCTION - OTHER PERSONAL SERVICES AND INFORMATION TECHNOLOGY SERVICES				33B5000
TOTAL ISSUE.....	200,089-	200,089-		

AGENCY ISSUE NARRATIVE:
 SCH VIII B-1 NARR 10-11 NARRATIVE:
 PRIORITY #8

IT COMPONENT? NO

ISSUE SUMMARY: Division of Administration - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reduction would have the least impact on the customers we serve.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reduction.

Other Personal Services (OPS)

This issue requests to reduce the OPS appropriation by \$1,916 since our OPS graphics designer hours were reduced by approximately 50% in anticipation of a 5% reduction. This only leaves one OPS, who is our Desktop and Helpdesk Support person. He is one of two-person team that provides dedicated desktop and helpdesk support to approximately 520

COL A90		COL A91		COL A92		CODES
SCH VIIIIB-1	SCH VIIIIB-1	SCH VIIIIB-1	NR FY10-11	ANZ FY10-11	AMOUNT	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: ADMINISTRATION PGM						72010000
EXECUTIVE DIR/SUPPORT SVCS						72010100
GOV OPERATIONS/SUPPORT						16
EXEC LEADERSHIP/SUPPRT SVC						1602.00.00.00
SCHEDULE VIIIIB REDUCTIONS -						
OPERATING						33B0000
FIVE PERCENT REDUCTION -						
OTHER PERSONAL SERVICES AND						
INFORMATION TECHNOLOGY SERVICES						33B5000

employees. This OPS position is instrumental in provisioning and refreshing personal computers and laptops, tracking personal computer software licenses across the divisions, ensuring security and Operating System updates, maintaining electronic policies that enforce the department's security policies, distributing software updates for Microsoft Office and other productivity tools, and performing periodic Operating System version upgrades. This OPS position is also responsible for working helpdesk tickets, which average about 300 - 360 per month, to address problems ranging from print, connectivity, passwords, encryption, hardware failures, additional equipment needs, etc.

Data Processing Services SSRC

This issue requests to reduce budget authority in the Data Processing Services Southwood Shared Resource Center (SSRC) category due to fluctuation in SSRC rates. This issue requests to reduce the Administrative Trust Fund by \$190,173 and Portal GR by \$8,000. This reduction matches appropriations with current billings from the Southwood Shared Resource Center for data processing services. Charges for data processing services have been reduced.

FISCAL INFORMATION: This issue requests a non-recurring reduction in \$1,916 in the OPS appropriation and \$190,173 in the Data Processing Services in Trust Fund and \$8,000 in General Revenue SSRC appropriation.

Administrative Trust Fund (2021)		
Other Personal Services (030000) (Non-recurring)	(1,916)	
Data Processing Services SSRC (210021) (Non-recurring)	(190,173)	

	(192,089)	FSI=1
	=====	
General Revenue (1000)		
Expenses (Non-recurring)	(8,000)	
	=====	

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: ADMINISTRATION PGM				72010000
EXECUTIVE DIR/SUPPORT SVCS				72010100
GOV OPERATIONS/SUPPORT				16
EXEC LEADERSHIP/SUPPRT SVC				1602.00.00.00
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
OPERATING CAPITAL OUTLAY				33B5010
OPERATING CAPITAL OUTLAY				060000
ADMINISTRATIVE TRUST FUND -STATE	7,988-	7,988-		2021 1

AGENCY ISSUE NARRATIVE:

SCH VIII B-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #12

ISSUE SUMMARY: Division of Administration - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reduction would have the least impact on the customers we serve.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reduction.

This issue requests to reduce the Other Capital Outlay (OCO) appropriation by \$7,988. This would eliminate all of the OCO authority except for \$1,700 needed for applications management equipment. This category was primarily used for computer replacement; however, computers may be purchased using the Expenses category when funding is available.

FISCAL INFORMATION: This issue requests a non-recurring reduction in \$7,988 in the OCO appropriation.

Administrative Trust Fund (2021)
 Other Capital Outlay (060000) (Non-recurring) (7,988) FSI=1

	COL A90	COL A91	COL A92	
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: ADMINISTRATION PGM				72010000
EXECUTIVE DIR/SUPPORT SVCS				72010100
GOV OPERATIONS/SUPPORT				16
EXEC LEADERSHIP/SUPPRT SVC				1602.00.00.00
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES - NONRECURRING				33B5020
EXPENSES				040000
ADMINISTRATIVE TRUST FUND -STATE	151,893-	151,893-		2021 1

AGENCY ISSUE NARRATIVE:

SCH VIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #35

ISSUE SUMMARY: Division of Administration - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reduction would have the least impact on the customers we serve.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reduction.

This issue requests to reduce the Expenses appropriation by \$151,893. This reduction would have a severe impact on travel for the Office of the Secretary and assumes virtually no travel. Travel expenses for the Office of the Secretary and Administration would have to be paid by the Division that the travel applies to. This reduction would hold all Expenses purchases to mission critical status only. This reductions would leave us with little contingency for emergencies.

FISCAL INFORMATION: This issue requests a non-recurring reduction in \$151,893 in the Expenses appropriation.

Administrative Trust Fund (2021)
 Expenses (040000) (Non-recurring) (151,893) FSI=1
 =====

	COL A90	COL A91	COL A92	
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: ADMINISTRATION PGM				72010000
EXECUTIVE DIR/SUPPORT SVCS				72010100
GOV OPERATIONS/SUPPORT				16
EXEC LEADERSHIP/SUPPRT SVC				1602.00.00.00
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
PORTAL				33B5030
EXPENSES				040000
GENERAL REVENUE FUND	-STATE	7,910-	7,910-	1000 1

AGENCY ISSUE NARRATIVE:

SCH VIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #52

ISSUE SUMMARY: Division of Administration - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reduction would have the least impact on the customers we serve.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reduction.

This Portal reduction of \$5,000 can be realized by not renewing HiSoft ADA Compliance licenses. There will be an impact to the agencies as they will no longer be able to utilize DMS provided ADA compliance software; This Portal reduction of \$2,910 can be realized by reducing MyFlorida.com Mark protection. The impact would be a higher risk of MyFLorida.comMark infringement.

FISCAL INFORMATION: This issue requests a non-recurring reduction in \$1,916 in the OPS appropriation and \$190,173 in the Data Processing Services SSRC appropriation.

Administrative Trust Fund (1000)
 Expenses (040000) (Non-recurring) (7,910)

 (7,910) FSI=1
 =====

TOTAL: EXEC LEADERSHIP/SUPPRT SVC				1602.00.00.00
BY FUND TYPE				
GENERAL REVENUE FUND	15,910-	15,910-		1000
TRUST FUNDS	351,970-	351,970-		2000
	-----	-----	-----	
TOTAL PROG COMP.....	367,880-	367,880-		
	=====	=====	=====	

	COL A90 SCH VIIIIB-1 REDUCTIONS	COL A91 SCH VIIIIB-1 NR FY10-11	COL A92 SCH VIIIIB-1 ANZ FY10-11	CODES
POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: ADMINISTRATION PGM				72010000
STATE EMPLOYEE LEASING				72010300
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
SALARIES AND BENEFITS				33B5130
SALARIES AND BENEFITS				010000
ADMINISTRATIVE TRUST FUND -STATE	21,657-	21,657-		2021 1

POSITION DETAIL OF SALARIES AND BENEFITS:

FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A90 - SCH VIIIIB-1 REDUCTIONS						
CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
OTHER SALARY AMOUNT						
						21,657-

						21,657-
						=====

A91 - SCH VIIIIB-1 NR FY10-11

CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
OTHER SALARY AMOUNT						
						21,657-

						21,657-
						=====

	COL A90	COL A91	COL A92	
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: FACILITIES PROGRAM				72400000
FACILITIES MANAGEMENT				72400100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
UTILITIES				33B5060
SPECIAL CATEGORIES				100000
STATE UTILITY PAYMENTS				103647
SUPERVISION TRUST FUND				2696 1
-STATE	2,550,601-	2,550,601-		

AGENCY ISSUE NARRATIVE:

SCH VIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #13

ISSUE SUMMARY: Facilities Management - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reductions.

PROGRAM IMPACT:

Special Categories: State Utility Payments

This issue proposes a reduction of \$2,550,601. Based on current consumption and energy costs, state utility payments should be less than the current spending authority and the reduced amount reflects projected consumption. Reducing the spending authority, however, eliminates flexibility for responding to any increased consumption or costs.

FISCAL INFORMATION: This issue offers a non-recurring reduction in the Supervision Trust Fund of \$2,550,601.

Supervision Trust Fund (2696)

Special Categories: State Utility Payments (103647) (Non-recurring) (2,550,601) FSI=1

	COL A90 SCH VIIIIB-1 REDUCTIONS	COL A91 SCH VIIIIB-1 NR FY10-11	COL A92 SCH VIIIIB-1 ANZ FY10-11	CODES
	POS AMOUNT	POS AMOUNT	POS AMOUNT	
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: FACILITIES PROGRAM				72400000
FACILITIES MANAGEMENT				72400100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES, CONTRACTED SERVICES, AND				
DATA PROCESSING SERVICES				33B5070
EXPENSES				040000
SUPERVISION TRUST FUND -STATE	10,000-	10,000-		2696 1
=====				
FIVE PERCENT REDUCTION -				
TRANSFER TO FLORIDA DEPARTMENT OF				
LAW ENFORCEMENT				33B5080
SPECIAL CATEGORIES				100000
TR/FDLE-CAPITOL POLICE				100661
SUPERVISION TRUST FUND -STATE	220,665-	220,665-		2696 1
=====				

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #24

ISSUE SUMMARY: Facilities Management - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reductions.

PROGRAM IMPACT: A 3.7% reduction of the current appropriation related to the Transfer to the Florida Department of Law Enforcement Capitol Police.

Special Categories: Transfer to the Florida Department of Law Enforcement Capitol Police

This issue proposes a reduction of \$220,665. This reduction requires the Florida Department of Law Enforcement to revise its plans and operations for the Capitol Complex Security (Capitol and surrounding State buildings and the Capital Circle Office Complex). While the specific changes aren't known, it can be assumed that this reduction will result in reduced security for visitors, tenants and the buildings.

FISCAL INFORMATION: This issue offers a non-recurring reduction in the Supervision Trust Fund of \$220,265.

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
	POS	AMOUNT	POS	AMOUNT
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: FACILITIES PROGRAM				72400000
FACILITIES MANAGEMENT				72400100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				<u>1601.00.00.00</u>
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
TRANSFER TO FLORIDA DEPARTMENT OF				
LAW ENFORCEMENT				33B5080
Supervision Trust Fund (2696)				
Special Categories: Transfer to Florida Department of				
Law Enforcement Capitol Police (100661) (Non-recurring)				(220,665) FSI=1
				=====

TOTAL: GOVERNMENTAL OPERATIONS				<u>1601.00.00.00</u>
BY FUND TYPE				
TRUST FUNDS.....		2,781,266-	2,781,266-	2000
		=====	=====	=====

	COL A90 SCH VIIIB-1 REDUCTIONS	COL A91 SCH VIIIB-1 NR FY10-11	COL A92 SCH VIIIB-1 ANZ FY10-11	CODES
	POS AMOUNT	POS AMOUNT	POS AMOUNT	
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: FACILITIES PROGRAM				72400000
BUILDING CONSTRUCTION				72400200
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES, CONTRACTED SERVICES, AND				
DATA PROCESSING SERVICES				33B5070
EXPENSES				040000
ARCHITECTS INCIDENTAL TF -STATE	3,631-	3,631-		2033 1
SPECIAL CATEGORIES				100000
CONTRACTED SERVICES				100777
ARCHITECTS INCIDENTAL TF -STATE	46,341-	46,341-		2033 1
DATA PROCESSING SERVICES				210000
SOUTHWOOD SRC				210021
ARCHITECTS INCIDENTAL TF -STATE	1,058-	1,058-		2033 1
TOTAL: FIVE PERCENT REDUCTION -				33B5070
EXPENSES, CONTRACTED SERVICES, AND				
DATA PROCESSING SERVICES				
TOTAL ISSUE.....	51,030-	51,030-		

AGENCY ISSUE NARRATIVE:

SCH VIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #22

ISSUE SUMMARY: Building Construction - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reductions.

PROGRAM IMPACTS:
 Reduction of Expenses

 This issue proposes a reduction of \$3,631. This reduction can be achieved through savings in office supplies, travel and

	COL A90	COL A91	COL A92	
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: FACILITIES PROGRAM				72400000
BUILDING CONSTRUCTION				72400200
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				<u>1601.00.00.00</u>
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES, CONTRACTED SERVICES, AND				
DATA PROCESSING SERVICES				33B5070

etc.

Reduction of Special Categories: Contracted Services

 This issue proposes a reduction of \$46,341. This would eliminate all funding for legal services that might be needed in the event of a bid protest or other legal challenge.

Reduction of Data Processing Services Southwood Shared Resource Center

 This issue proposes a reduction of \$1,058. This reduction would impact our ability to pay for the data processing services we receive from the Statewide Shared Resource Center.

FISCAL INFORMATION: This issue offers a non-recurring reduction of \$51,030.

Architects Incidental Trust Fund (2033)			
Expenses (040000) (Non-recurring)			(3,631)
Special Categories: Contracted Services (100777) (Non-recurring)			(46,341)
Data Processing Services: SSRC (210021) (Non-recurring)			(1,058)

Total Issue			(51,030) FSI=1
			=====

TOTAL: GOVERNMENTAL OPERATIONS				<u>1601.00.00.00</u>
BY FUND TYPE				
TRUST FUNDS.....	51,030-	51,030-		2000
	=====	=====	=====	

	COL A90	COL A91	COL A92	
	SCH VIIIIB-1	SCH VIIIIB-1	SCH VIIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
AIRCRAFT MANAGEMENT				72600100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
ADMINISTRATIVE OVERHEAD				33B5110
SPECIAL CATEGORIES				100000
ADMINISTRATIVE OVERHEAD				105002
GENERAL REVENUE FUND				1000 1
-STATE	27,528-	27,528-		

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #5

ISSUE SUMMARY: Aircraft Management - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve.

PROBLEM STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reductions. The estimated cost for Special Categories: Administrative Overhead for Fiscal Year 2010-11 was revised to \$81,769 from the original appropriated amount of \$109,197. Therefore, a reduction of \$27,528 can be applied without impact to the Aircraft Management Program.

PROGRAM IMPACTS: This non-recurring General Revenue reduction will not impact the Aircraft Management Program since the \$27,528 reduction in the Special Categories: Administrative Overhead appropriation represents a reduction in the cost estimate for Administrative Overhead services for Fiscal Year 2010-11.

FISCAL INFORMATION: This issue requests to reduce non-recurring General Revenue of \$27,528 in the Special Categories: Administrative Overhead appropriation.

General Revenue (1000)
 Special Categories - Administrative Overhead (105002) (Non-recurring) (27,528) FSI=1

	COL A90	COL A91	COL A92	
	SCH VIIIIB-1	SCH VIIIIB-1	SCH VIIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
AIRCRAFT MANAGEMENT				72600100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES AND AIRCRAFT MAINTENANCE				
AND REPAIR				33B5150
EXPENSES				040000
BUREAU OF AIRCRAFT TF	-STATE	31,488-	31,488-	2066 1

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #15

ISSUE SUMMARY: Aircraft Management - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve. This issue offers a non-recurring reduction in General Revenue of \$30,938 and Trust Fund of \$31,488.

PROBLEM STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the Aircraft Management Program gave careful consideration to our operations while developing the proposed reductions.

PROGRAM IMPACTS:

Reduction of General Revenue in the Expenses Category

Through continued diligence and attention to efficiencies, the Program expects to achieve a \$14,000 under expenditure in Expenses for Fiscal Year 2010-11. However, this will affect the program if expenditures in the Expenses category exceed the revised appropriation due to unforeseen cost increases and/or unexpected expense incidents (e.g., utilities, parts, repairs & maintenance, etc.).

Reduction of General Revenue in the Special Categories: Aircraft Maintenance and Repairs Category

Barring any major unplanned aircraft maintenance expenditures, the Program should be able to realize a General Revenue reduction of \$16,938 in Special Categories: Aircraft Maintenance & Repair appropriation. However, aircraft maintenance and repair expenditures in excess of the adjusted appropriation could result in one or both aircraft being placed in a non-operational status until the required maintenance and repair funding is secured.

Reduction of Trust Fund in the Expenses Category

If annual flight hours do not exceed 600 and the Program does not experience major unplanned aircraft maintenance expenditures, the Program will be able to realize a \$31,488 reduction in Expenses. This reduction will only affect the Program if annual flight hours exceed 600 and/or major unplanned maintenance expenditures are incurred.

	COL A90	COL A91	COL A92	
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
AIRCRAFT MANAGEMENT				72600100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES AND AIRCRAFT MAINTENANCE				
AND REPAIR				33B5150

FISCAL INFORMATION: This issue offers a non-recurring reduction in General Revenue of \$30,938 and Bureau of Aircraft Trust Fund of \$31,488.

General Revenue (1000)				
Expenses (040000) (Non-recurring)				(14,000)
Special Categories: Aircraft Maintenance and Repair (104512) (Non-recurring)				(16,938)
Bureau of Aircraft Trust Fund (2066)				
Expenses (040000) (Non-recurring)				(31,488) FSI=1
Total General Revenue (1000) (Non-recurring)				(30,938)
Total Bureau of Aircraft Trust Fund (2066) (Non-recurring)				(31,488)
Total Issue				(62,426) FSI=1
				=====

FIVE PERCENT REDUCTION -				
SALARY AND BENEFITS -				
EMPLOYEE FURLOUGH				33B5180
SALARIES AND BENEFITS				010000
GENERAL REVENUE FUND	-STATE	30,524-	30,524-	1000 1
		=====	=====	

	COL A90 SCH VIII B-1 REDUCTIONS	COL A91 SCH VIII B-1 NR FY10-11	COL A92 SCH VIII B-1 ANZ FY10-11	CODES
POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
AIRCRAFT MANAGEMENT				72600100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
SALARY AND BENEFITS -				
EMPLOYEE FURLOUGH				33B5180

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A90 - SCH VIII B-1 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
OTHER SALARY AMOUNT							
1000 GENERAL REVENUE FUND							30,524-

							30,524-
							=====

A91 - SCH VIII B-1 NR FY10-11							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
OTHER SALARY AMOUNT							
1000 GENERAL REVENUE FUND							30,524-

							30,524-
							=====

TOTAL: GOVERNMENTAL OPERATIONS							1601.00.00.00
BY FUND TYPE							
GENERAL REVENUE FUND	58,052-	58,052-					1000
TRUST FUNDS	31,488-	31,488-					2000
	-----	-----					
TOTAL PROG COMP.....	89,540-	89,540-					=====

	COL A90	COL A91	COL A92	
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
FEDERAL PROPERTY ASSIST				72600200
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
SALARIES AND BENEFITS				33B5130
SALARIES AND BENEFITS				010000
SURPLUS PROPERTY REVOLV TF-STATE	15,971-	15,971-		2699 1

AGENCY ISSUE NARRATIVE:

SCH VIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #10

ISSUE SUMMARY: Federal Property Assistance - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reductions.

PROGRAM IMPACTS: The bureau has a total of five employees. There may be a situation for a leave payout which may require transferring funds from other categories to meet the needed leave payout. This in turn will affect the operations of the program significantly if expenditures in other categories exceed the revised appropriation due to unforeseen cost increases.

FISCAL INFORMATION: This issue offers a non-recurring reduction in the Surplus Property Revolving Trust Fund of \$15,971.

Surplus Property Revolving Trust Fund (2699)
 Salaries and Benefits (010000) (Non-recurring) (15,971) FSI=1
 =====

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
FEDERAL PROPERTY ASSIST				72600200
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
SALARIES AND BENEFITS				33B5130

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A90 - SCH VIII B-1 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
OTHER SALARY AMOUNT							
2699 SURPLUS PROPERTY REVOLV TF							15,971-

							15,971-
							=====

A91 - SCH VIII B-1 NR FY10-11							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
OTHER SALARY AMOUNT							
2699 SURPLUS PROPERTY REVOLV TF							15,971-

							15,971-
							=====

	COL A90 SCH VIIIB-1 REDUCTIONS	COL A91 SCH VIIIB-1 NR FY10-11	COL A92 SCH VIIIB-1 ANZ FY10-11	CODES
POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
MOTOR VEHIC/WATERCRAFT MGT				72600300
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES - NONRECURRING				33B5020
EXPENSES				040000
OPERATING TRUST FUND	-STATE	44,000-	44,000-	2510 1
=====				

AGENCY ISSUE NARRATIVE:

SCH VIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #25

ISSUE SUMMARY: Motor Vehicles & Watercraft Management - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve. The reduction is being offered from the Expenses category.

PROBLEM STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reductions.

PROGRAM IMPACTS: This reduction would have an impact on travel and other expenses as well as eliminating any funding for emergencies or contingencies. This reduction would hold all Expenses purchases to mission critical status only.

FISCAL INFORMATION: This issue offers a non-recurring reduction in the Operating Trust Fund of \$44,000.

Operating Trust Fund (2510)
 Expenses (040000) (Non-recurring) (44,000) FSI=1
 =====

FIVE PERCENT REDUCTION -				
EXPENSES - RECURRING				33B5050
EXPENSES				040000
OPERATING TRUST FUND	-STATE	30,000-		2510 1
=====				

	COL A90	COL A91	COL A92	
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
MOTOR VEHIC/WATERCRAFT MGT				72600300
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES - RECURRING				33B5050

AGENCY ISSUE NARRATIVE:

SCH VIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #3

ISSUE SUMMARY: Motor Vehicles & Watercraft Management - The Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve. The reduction is being offered from the Expenses category and necessary to maintain the fund's positive balance in Fiscal Year 2011-12.

PROBLEM STATEMENT: Budget authority is available for reduction in the Expenses appropriation. Reducing costs through efficiencies and the frugal manner in which the Program is managed has realized an excess in budget authority in the Expenses category.

FISCAL INFORMATION: This issue requests to reduce the Expenses appropriation by \$30,000 as a result of efficiencies. This reduction is necessary to maintain the fund's positive balance in Fiscal Year 2011-12.

Operating Trust Fund (2510)
 Expenses (040000) (30,000) FSI=1
 =====

FIVE PERCENT REDUCTION -				
SALARIES AND BENEFITS				33B5130
SALARIES AND BENEFITS				010000
OPERATING TRUST FUND	-STATE	14,292-	14,292-	2510 1
		=====	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #36

ISSUE SUMMARY: Motor Vehicles & Watercraft Management - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the

COL A90		COL A91		COL A92		CODES
SCH VIIIIB-1	SCH VIIIIB-1	SCH VIIIIB-1	NR FY10-11	ANZ FY10-11	AMOUNT	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
MOTOR VEHIC/WATERCRAFT MGT						72600300
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						1601.00.00.00
SCHEDULE VIIIIB REDUCTIONS -						
OPERATING						33B0000
FIVE PERCENT REDUCTION -						
SALARIES AND BENEFITS						33B5130

least impact on the customers we serve.

PROBLEM STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reductions.

PROGRAM IMPACTS: The bureau has a total of seven employees. This is the only excess budget in Salaries and Benefits and if there is a situation for a leave payout, there would be no available funds in Salaries and Benefits. This would then require a transfer from other categories to meet the needed leave payout. This in turn will affect the operations of the program significantly if expenditures in other categories exceed the revised appropriation due to unforeseen cost increases.

FISCAL INFORMATION: This issue offers a non-recurring reduction in the Operating Trust Fund of \$14,292.

Operating Trust Fund (2510)
 Salaries and Benefits (010000) (Non-recurring) (14,292) FSI=1
 =====

POSITION DETAIL OF SALARIES AND BENEFITS:

FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A90 - SCH VIIIIB-1 REDUCTIONS						
CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
OTHER SALARY AMOUNT						
2510 OPERATING TRUST FUND						14,292-

						14,292-
						=====

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
PURCHASING OVERSIGHT				72600400
PUBLIC PROTECTION				12
ADULT PRISONS				1206.00.00.00
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
MAINTENANCE AND REPAIR				
REIMBURSEMENT				33B5140
SPECIAL CATEGORIES				100000
PRIVATE PRISON-MAINT/REPAI				105554
OPERATING TRUST FUND	-STATE	49,979-	49,979-	2510 1

AGENCY ISSUE NARRATIVE:
 SCH VIII B-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #14

ISSUE SUMMARY: Private Prison Monitoring - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve. This issue requests a non-recurring reduction of \$49,979 in the Special Categories: Private Prison Maintenance and Repairs category.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reductions. A reduction in spending authority of the Major Maintenance and Repair Fund raises public safety concerns over the secure operations of the private correctional facilities.

With requests for repairs exceeding the current year's spending authority and the facilities requiring more repairs as they age, further restrictions on the ability to use this money will put public safety at risk. The Department of Management Services is required by the Trustee of the bond holder to have the ability to provide funds to cover necessary repairs, pursuant to the bond covenant. The reductions will also have a negative impact if any of the other areas needs exceed available funds, particularly those physical plant repairs needed that have public safety implications; security electronics that monitor fence integrity designed to prevent and alarm if people are attempting to enter and exit the facility unlawfully, dormitory security monitoring and emergency safety systems designed to enhance officer and inmate safety and prevent escapes, and support infrastructure designed to provide for constitutional and statutory minimum standards of living for inmates relative to food service, medical and sanitary systems (laundry, sewage, etc).

FISCAL INFORMATION: This issue requests a non-recurring reduction of \$49,979 in the Special Categories: Private Prison Maintenance and Repairs category.

Operating Trust Fund (2510)
 Special Categories: Private Prison Maintenance and Repairs (105554) (NR) (49,979) FSI=1
 =====

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
<u>PURCHASING OVERSIGHT</u>				72600400
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES - NONRECURRING				33B5020
EXPENSES				040000
OPERATING TRUST FUND	-STATE	176,608-	176,608-	2510 1

AGENCY ISSUE NARRATIVE:

SCH VIII B-1 NARR 10-11 NARRATIVE:
 PRIORITY #26

IT COMPONENT? NO

ISSUE SUMMARY: State Purchasing - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve. This issue requests a non-recurring reduction of \$176,608 in the Expenses category.

PROBLEM AND SOLUTION STATEMENT: State Purchasing can reduce \$176,608 in the Expenses category.

State Purchasing can limit the amount of travel. The MyFloridaMarketPlace (MFMP) staff incurs travel through system support adoption. MFMP has visibility to collect transaction fees, promote state term contracts and MFMP tools.

The Division can reduce the number of wireless devices. These devices bring tremendous value for the State Purchasing leadership in being responsive to direct reports and in being able to address questions or concerns immediately. The division can reduce the amount of office supplies purchased, printing and production expenses, and postage for overnight deliveries.

State Purchasing can reduce the amount of training provided to procurement staff. This will have a negative impact on the program as it will limit the amount of professional development to attain and maintain purchasing education, skills and certifications. Section 287.057 F.S., requires that a Florida Certified Contract Negotiator negotiate contracts of \$1 million, and a certified Project Management Professional (PMP) negotiate contracts in excess of \$10 million.

The Program can reduce the amount of membership participation in the division, such as, FAPPO, NIGP, NASPO and PMI. Reducing memberships to several organizations would impact the programs networking opportunities. NIGP is a national professional procurement organization providing member with benefits such as documents, seminars and networking opportunities with other government entities. NASPO membership facilitates communication and information exchange with other state-wide procurement leaders. PMI membership is necessary to maintain PMP certifications. FAPPO membership allows the division to maintain communication with purchasing leaders in Florida. The FAPPO members represent the other eligible users (OEU) of state term contracts. Participation at FAPPO conference are critical for two reasons; one, to hear and understand the immediate needs of our largest customer group; and two, to capitalize on marketing opportunities with the goal to increase spending through the state term contracts.

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
PURCHASING OVERSIGHT				72600400
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES - NONRECURRING				33B5020

FISCAL INFORMATION: This issue requests a non-recurring reduction of \$176,608 in the Expenses category.

Operating Trust Fund (2510)
 Expenses (040000) (Non-recurring) (176,608) FSI=1
 =====

FIVE PERCENT REDUCTION -				
CONTRACTED LEGAL SERVICES				33B5120
SPECIAL CATEGORIES				100000
CONTRACTED LEGAL SERVICES				103884
GENERAL REVENUE FUND	-STATE	67,995-	67,995-	1000 1
		=====	=====	
FIVE PERCENT REDUCTION -				
OTHER PERSONAL SERVICES, OPERATING				
CAPITAL OUTLAY, DATA PROCESSING,				
AND CONTRACTED LEGAL SERVICES				33B5190
OTHER PERSONAL SERVICES				030000
OPERATING TRUST FUND	-STATE	35,000-	35,000-	2510 1
		=====	=====	
OPERATING CAPITAL OUTLAY				060000
OPERATING TRUST FUND	-STATE	25,859-	25,859-	2510 1
		=====	=====	
SPECIAL CATEGORIES				100000
CONTRACTED LEGAL SERVICES				103884
OPERATING TRUST FUND	-STATE	120,000-	120,000-	2510 1
		=====	=====	

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
<u>PURCHASING OVERSIGHT</u>				72600400
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
OTHER PERSONAL SERVICES, OPERATING				
CAPITAL OUTLAY, DATA PROCESSING,				
AND CONTRACTED LEGAL SERVICES				33B5190
DATA PROCESSING SERVICES				210000
SOUTHWOOD SRC				210021
OPERATING TRUST FUND	-STATE	600,000-	600,000-	2510 1
	=====	=====	=====	
TOTAL: FIVE PERCENT REDUCTION -				33B5190
OTHER PERSONAL SERVICES, OPERATING				
CAPITAL OUTLAY, DATA PROCESSING,				
AND CONTRACTED LEGAL SERVICES				
TOTAL ISSUE.....		780,859-	780,859-	
	=====	=====	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIII B-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #6

ISSUE SUMMARY: State Purchasing - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve. This issue requests a non-recurring reduction of \$35,000 in the Other Personnel Services category, \$25,859 in the Operating Capital Outlay category, \$120,000 in the Special Categories: Contracted Legal Services category, and \$600,000 in the Data Processing Services - SSRC category.

PROBLEM AND SOLUTION STATEMENT: Due to a reduction in services, we do not anticipate Data Processing services to be as much. The division continues to receive data processing credits each month. However, we do not know how long the credits will continue to be issued. In order to reduce the Other Personnel Services category, we will not use OPS employees to perform required activities. This will require the State Purchasing staff to prioritize projects and assume additional duties. The agency does not currently have any legal actions pending; therefore, the division does not anticipate the need for outside legal counsel. State Purchasing can reduce the Operating Capital Outlay category by \$25,859 since computers no longer cost over \$1,000 and can be replaced through the refresh program by using the existing Expenses appropriation.

FISCAL INFORMATION: This issue requests a non-recurring reduction of \$35,000 in the Other Personnel Services category, \$25,859 in the Operating Capital Outlay category, \$120,000 in the Special Categories: Contracted Legal Services category, and \$600,000 in the Data Processing Services - SSRC category.

	COL A90	COL A91	COL A92	
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
<u>PURCHASING OVERSIGHT</u>				72600400
<u>GOV OPERATIONS/SUPPORT</u>				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
OTHER PERSONAL SERVICES, OPERATING				
CAPITAL OUTLAY, DATA PROCESSING,				
AND CONTRACTED LEGAL SERVICES				33B5190
Operating Trust Fund (2510)				
Other Personnel Services, (030000) (Non-recurring)			(35,000)	
Operating Capital Outlay (060000) (Non-recurring)			(25,859)	
Special Categories: Contracted Legal Services (103884) (Non-recurring)			(120,000)	
Data Processing Services SSRC (210021) (Non-recurring)			(600,000)	
			=====	
Total Issue			(780,859)	FSI=1

FIVE PERCENT REDUCTION -				
CONTRACTED SERVICES				33B5200
SPECIAL CATEGORIES				100000
CONTRACTED SERVICES				100777
OPERATING TRUST FUND	-STATE	30,000-	30,000-	2510 1
		=====	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIB-1 NARR 10-11 NARRATIVE:
 PRIORITY #16

IT COMPONENT? NO

ISSUE SUMMARY: State Purchasing - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve. This issue requests a non-recurring reduction of \$30,000 in the Special Categories: Contracted Services category.

PROBLEM AND SOLUTION STATEMENT: State Purchasing can reduce the Special Categories: Contracted Services category by \$30,000 by eliminating the renewal of multiple subscriptions. The Chrome subscription provides software with a 3 year innovative process to a more user friendly bid process and timely contract service. The Survey Monkey subscription provides a valuable tool for soliciting feed back from contract vendors and users. Currently, this is the only immediate tool available to other eligible users. This tool allows for the automatic collection of this information and replaces one to one communication for the purpose of surveying customers. If the appropriation is reduced another impact would be the renewal for the Gartner seat. This is a research tool for companies/vendors that provide State Purchasing procurement and contracting staff with the ability to determine leaders in specific area of technology. State Purchasing

	COL A90	COL A91	COL A92	
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
<u>PURCHASING OVERSIGHT</u>				72600400
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
CONTRACTED SERVICES				33B5200

will not register for the Procurement Strategy Council subscriptions and memberships. The objective was to receive best practices research, in-depth analysis, authoritative data and tools, and peer insight to the leaders of the world's great enterprises. By reducing the Special Categories: Contracted Services category the division will also be impacted by the inability to pay for services such as copies for depositions, General Counsel fees, and postings in the Florida Administrative Weekly. Per section 120.525, F.S., except in the case of emergency meetings, each agency shall give notice of public meetings, hearings, and workshops by publication in the Florida Administrative Weekly and on the agency's website not less than 7 days before an event.

FISCAL INFORMATION: This issue requests a non-recurring reduction of \$30,000 in the Special Categories Contracted Services category.

Operating Trust Fund (2510)
 Special Categories: Contracted Services (100777) (Non-recurring) (30,000) FSI=1
 =====

TOTAL: GOVERNMENTAL OPERATIONS				<u>1601.00.00.00</u>
BY FUND TYPE				
GENERAL REVENUE FUND	67,995-	67,995-		1000
TRUST FUNDS	987,467-	987,467-		2000
TOTAL PROG COMP.....	1,055,462-	1,055,462-		
=====				
TOTAL: PURCHASING OVERSIGHT				72600400
BY FUND TYPE				
GENERAL REVENUE FUND	67,995-	67,995-		1000
TRUST FUNDS	1,037,446-	1,037,446-		2000
TOTAL BUREAU.....	1,105,441-	1,105,441-		
=====				

	COL A90	COL A91	COL A92	
	SCH VIIIIB-1	SCH VIIIIB-1	SCH VIIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
OFFICE OF SUPPLIER DIVERSI				72600500
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES - NONRECURRING				33B5020
EXPENSES				040000
OPERATING TRUST FUND	-STATE	6,508-	6,508-	2510 1
		=====	=====	=====

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #28

ISSUE SUMMARY: Office of Supplier Diversity - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve. This issue requests a non-recurring reduction of \$6,508 in the Expenses category.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reductions.

Office of Supplier Diversity (OSD) was established within the Department of Management Services to assist minority, women and service-disabled veterans' business enterprises in becoming suppliers of goods and services to state agencies, universities, local governments and private businesses. OSD provides leadership and guidance on state certification and registration of the aforementioned vendors. The certification of these vendors qualifies them to bid and work on state and local projects promoting diversity in contracting and ensuring minority participation in the economic life of these companies in the state contracting process. OSD also serves as the clearinghouse for information and resources for the aforementioned companies in the State of Florida by providing this service.

The 5% reduction in the Expenses category will have a debilitating effect on OSD's ability to provide outreach service for the Department's customers. The reduced outreach services may in turn decrease the number of firms that register in MyFloridaMarketPlace as vendors, which could impact the number of companies bidding on state and local government projects. A reduction in bidders on projects may result in the state and local governments paying a higher price for goods and services due to the lack of competition. State agencies, universities, local governments and private contractors depend on OSD to provide assurance that a company is a bona fide, certified company, thus resulting in less lawsuits being filed against them.

FISCAL INFORMATION: This issue requests a non-recurring reduction of \$6,508 in Expenses category.

Operating Trust Fund (2510)
 Expenses (040000) (Non-recurring) (6,508) FSI=1
 =====

	COL A90	COL A91	COL A92	
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
	POS	AMOUNT	POS	AMOUNT
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
OFFICE OF SUPPLIER DIVERSI				72600500
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
CONTRACTED SERVICES				33B5200
SPECIAL CATEGORIES				100000
CONTRACTED SERVICES				100777
OPERATING TRUST FUND	-STATE	14,133-	14,133-	2510 1

AGENCY ISSUE NARRATIVE:

SCH VIIIB-1 NARR 10-11 NARRATIVE:
 PRIORITY #27

IT COMPONENT? NO

ISSUE SUMMARY: Office of Supplier Diversity - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve. This issue requests a non-recurring reduction of \$14,133 in the Special Categories: Contracted Services category.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reductions.

The Office of Supplier Diversity (OSD) was established within the Department of Management Services to assist minority, women and service-disabled veterans' business enterprises in becoming suppliers of goods and services to state agencies, universities, local governments and private businesses. OSD provides leadership and guidance on state certification and registration of the aforementioned vendors. The certification of these vendors qualifies them to bid and work on state and local projects promoting diversity in contracting and ensuring minority participation in the economic life of these companies in the state contracting process. OSD also serves as the clearinghouse for information and resources for the aforementioned companies in the State of Florida by providing this service.

The 5% reduction in the Special Categories: Contracted Services category will have a debilitating effect on OSD's ability to provide outreach service for the Department's customers. The reduced outreach services may in turn decrease the number of firms that register in MyFloridaMarketPlace as vendors which could impact the number of companies bidding on state and local government projects. A reduction in bidders on projects may result in the state and local governments paying a higher price for goods and services due to the lack of competition. State agencies, universities, local governments and private contractors depend on OSD to provide assurance that a company is a bona fide, certified company, thus resulting in less lawsuits being filed against them.

FISCAL INFORMATION: This issue is requesting a non-recurring reduction of \$14,133 in the Special Categories: Contracted Services.

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: SUPPORT PROGRAM				72600000
OFFICE OF SUPPLIER DIVERSI				72600500
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				<u>1601.00.00.00</u>
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
CONTRACTED SERVICES				33B5200
Operating Trust Fund (2510)				
Special Categories: Contracted Services (100777) (Non-recurring)			(14,133)	FSI=1
			=====	

TOTAL: GOVERNMENTAL OPERATIONS				<u>1601.00.00.00</u>
BY FUND TYPE				
TRUST FUNDS.....	20,641-	20,641-		2000
	=====	=====	=====	

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: HUMAN RESOURCE MGT				72750100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES - NONRECURRING				33B5020
EXPENSES				040000
STATE PERSONNEL SYSTEM TF -STATE	16,884-	16,884-		2678 1

AGENCY ISSUE NARRATIVE:

SCH VIII B-1 NARR 10-11 NARRATIVE:
 PRIORITY #17

IT COMPONENT? NO

ISSUE SUMMARY: Human Resource Management - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve. The Division of Human Resource Management requests a non-recurring reduction in the appropriation of the Expenses category in the amount of \$16,884.

PROBLEM AND SOLUTION STATEMENT: The State Personnel System (SPS) is the system of personnel administration for authorized Career Service, Selected Exempt Service and Senior Management Service positions and is the largest of the six primary personnel systems in Florida's state government. The SPS encompasses 31 agencies in the Executive branch of government with 115,000 employees in the Career Service, Selected Exempt Service and Senior Management Service pay plans and other personal services (OPS) employees. The Division of Human Resource Management (HRM) oversees the human resource infrastructure for the SPS. HRM has the responsibility to establish an equitable and lawful employment system and provide the leadership and direction for human resource programs and policies to the entities within the SPS. The division has taken a highly aggressive approach in reviewing its recurring expenditures in an effort to maximize use of our resources, while minimizing cost wherever possible. A five year furniture lease has ended, producing a \$16,884 annual savings. This savings removed from our appropriation as a single, one-time reduction in the Expenses category will not drastically impact the Program, but taken in conjunction with other category reductions is significant. With such large overall category reductions, we would be unable to sustain or further improve our current level of services in providing human resource policies, practices and strategies, strategic expertise on human resource issues, training and development opportunities for human resource personnel, productivity improvements and enhancements to human resource technological applications. These products and services are to ensure a lawful, efficient and effective human resource infrastructure. Chapter 110 and Sections 216.011(1)(c)(2) and (1)(n), F.S., authorize this function. This single reduction will not have a statutory impact.

FISCAL INFORMATION: As noted, this reduction in our appropriation as a single, one-time reduction will not impact the Program, but taken with other Expenses category reductions, will be significant. The reduction offered in the Expenses category totals \$16,884. The division is offering this amount as non-recurring reduction.

State Personnel System Trust Fund (2678)

	COL A90	COL A91	COL A92	
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: HUMAN RESOURCE MGT				72750100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES - NONRECURRING				33B5020

Expenses (040000) (Non-recurring) (16,884) FSI=1
 =====

FIVE PERCENT REDUCTION -				
CONTRACTED LEGAL SERVICES				33B5120
SPECIAL CATEGORIES				100000
CONTRACTED LEGAL SERVICES				103884

STATE PERSONNEL SYSTEM TF -STATE	50,000-	50,000-		2678 1
	=====	=====	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #37

ISSUE SUMMARY: Human Resource Management - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve. The Division of Human Resource Management requests a non-recurring reduction in the appropriation of the Special Categories: Contracted Legal Services category in the amount of \$50,000.

PROBLEM AND SOLUTION STATEMENT: The State Personnel System (SPS) is the system of personnel administration for authorized Career Service, Selected Exempt Service and Senior Management Service positions and is the largest of the six primary personnel systems in Florida's state government. The SPS encompasses 31 agencies in the Executive branch of government with 115,000 employees in the Career Service, Selected Exempt Service and Senior Management Service pay plans and other personal services (OPS) employees. The Division of Human Resource Management (HRM) oversees the human resource infrastructure for the SPS. HRM has the responsibility to establish an equitable and lawful employment system and provide the leadership and direction for human resource programs and policies to the entities within the SPS. The division has taken a highly aggressive approach in reviewing its recurring expenditures in an effort to maximize use of our resources, while minimizing cost wherever possible. The division will reduce the contract between DMS and Allen, Norton and Blue by \$50,000. This contract provides legal services regarding employment law issues. The reduction corresponds with our recent contractual billings experience for employment law related issues. The current billing rate is \$175/hour, which would leave the State with funding for 142.85 billable hours. Once the \$25,000 contract funds are exhausted, litigation would have to be handled by the Department of Management Services General Counsel's office, which has very limited legal expertise and staffing in this subject area. This will also increase the workload for that office without the benefit of additional resources. Reducing this appropriation to meet only current needs severely reduces the agency's ability to

	COL A90	COL A91	COL A92	
	SCH VIIIIB-1	SCH VIIIIB-1	SCH VIIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: HUMAN RESOURCE MGT				72750100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
CONTRACTED LEGAL SERVICES				33B5120

timely and lawfully respond to new or unexpected employment law issues that may arise during the year. The current billing rate, under this contract, is very competitive. Chapter 110 and Section 287.059, F.S., authorize this function. This single reduction would have a statutory impact if legal requirements are not met.

FISCAL INFORMATION: This reduction directly corresponds with a \$50,000 reduction in the contract between DMS and Allen, Norton and Blue for services regarding employment law issues. The reduction offered in the Special Categories: Contracted Legal Services category totals \$50,000. The division is offering this amount as non-recurring.

State Personnel System Trust Fund (2678)
 Special Categories: Contracted Legal Services (103884) (Non-recurring) (50,000) FSI=1
 =====

FIVE PERCENT REDUCTION -				
CONTRACTED SERVICES				33B5200
SPECIAL CATEGORIES				100000
CONTRACTED SERVICES				100777
STATE PERSONNEL SYSTEM TF -STATE	18,136-	18,136-		2678 1
	=====	=====	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #38

ISSUE SUMMARY: Human Resource Management - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve. The Division of Human Resource Management requests a non-recurring reduction in the appropriation of the Special Categories: Contracted Services category in the amount of \$18,136.

PROBLEM AND SOLUTION STATEMENT: The State Personnel System (SPS) is the system of personnel administration for authorized Career Service, Selected Exempt Service and Senior Management Service positions and is the largest of the six primary personnel systems in Florida's state government. The SPS encompasses The SPS encompasses 31 agencies in the Executive branch of government with 115,000 employees in the Career Service, Selected Exempt Service and Senior Management Service pay plans and other personal services (OPS) employees. The Division of Human Resource Management

	COL A90	COL A91	COL A92	
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: HUMAN RESOURCE MGT				72750100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
CONTRACTED SERVICES				33B5200

(HRM) oversees the human resource infrastructure for the SPS. HRM has the responsibility to establish an equitable and lawful employment system and provide the leadership and direction for human resource programs and policies to the entities within the SPS. The division has taken a highly aggressive approach in reviewing its recurring expenditures in an effort to maximize use of our resources, while minimizing cost wherever possible. A reduction is offered for \$18,136. This reduction is associated with the elimination of the Divisions' ability to obtain any outside contractual services to assist with emerging HR policy issues. This could result in the Division's inability to be timely and responsive to key stakeholder inquires and needs. Secondly, this would also discontinue activities associated with the Division's Annual Human Resource (HR) Conference. The reduction for this event will eliminate keynote addresses by experts in the areas of human resource federal and state laws and who also provide information related to emerging trends, best practices, strategic approaches, and broader HR applications. Chapter 110 and Section 216.011(1)(c)(11), F.S., authorize this function. This single, one-time reduction would have a statutory impact if policy issues are not properly addressed or administered by the agencies

FISCAL INFORMATION: This reduction eliminates the division's ability to obtain outside services on emerging federal and state HR policy issues. The reduction offered in the Special Categories: Contracted Services category totals \$18,136. The division is offering this amount as non-recurring.

State Personnel System Trust Fund (2678)
 Special Categories: Contracted Services (100777) (Non-recurring) (18,136) FSI=1
 =====

FIVE PERCENT REDUCTION -				
PEOPLE FIRST				33B5240
SPECIAL CATEGORIES				100000
HUMAN RES SVC/STW CONTRACT				107080

STATE PERSONNEL SYSTEM TF -STATE 1,995,171- 286,838- 2678 1
 =====

AGENCY ISSUE NARRATIVE:
 SCH VIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #51

Issue Summary: Human Resource Management / People First - As requested by the Office of the Governor and the

COL A90		COL A91		COL A92		CODES
SCH VIIIIB-1		SCH VIIIIB-1		SCH VIIIIB-1		
REDUCTIONS		NR FY10-11		ANZ FY10-11		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
						72000000
MANAGEMENT SRVCS, DEPT OF						72750000
WORKFORCE PROGRAMS						72750100
PGM: HUMAN RESOURCE MGT						16
GOV OPERATIONS/SUPPORT						1601.00.00.00
GOVERNMENTAL OPERATIONS						
SCHEDULE VIIIIB REDUCTIONS -						33B0000
OPERATING						
FIVE PERCENT REDUCTION -						33B5240
PEOPLE FIRST						

Legislature, and based on Legislative Budget Request (LBR) instructions for Fiscal Year 2011-12, the Division of Human Resource Management is requesting a five percent cost reduction (\$1,995,171) to the annual payment appropriated to the Department of Management Services for the People First contract for current Fiscal Year 2010-11. The Department pays its service provider (NorthgateArinso) on a monthly basis for providing the State with a self-service, secure, web-based personnel information system and an enterprise-wide suite of human resource services (known as People First). This reduction could result in the service provider terminating the contract upon 60 days notice and leaving the Department and all 240,000 system users in an untenable position, as well as no rights to license the People First system intellectual property.

On December 8, 2009, the Department executed an agreement to renew the contract with the service provider through August 2016, which resulted in a cost reduction of \$45 million over the life of the contract. The negotiated renewal agreement reduces the contact payment to the service provider every month, starting in January 2010 and extending through August 2016. For Fiscal Year 2010-11, the annual contract payment was reduced from the previous Fiscal Year 2009-10 appropriation of \$44,153,424 to \$39,903,424 for a cost savings of \$4,250,000. This five percent cost reduction (\$1,995,171) is in addition to existing Fiscal Year 2010-11 cost savings.

Problem and Solution Statement: Section 110.116, Florida Statutes, requires the Department of Management Services to establish and maintain, in coordination with the payroll system of the Department of Financial Services, a complete personnel information system for all authorized and established positions in state service. The Department may also contract with a vendor to provide the personnel information system. Sections 215.93-94, Florida Statutes, direct the Department to be the functional owner of the system.

On August 21, 2002, the Department contracted with Convergys Customer Management Group, Inc. to provide the State with a self-service, secure, web-based personnel information system and an enterprise-wide suite of human resource services (known as People First). Convergys was recently acquired by NorthgateArinso, Inc., on June 2, 2010, and will be hereafter referred to as "NorthgateArinso". The contract with NorthgateArinso expires August 21, 2016.

The system streamlines and automates the state's human resource functions, such as payroll preparation, attendance and leave, staffing, benefits administration, human resource administration, organizational management, and data warehouse report querying. NorthgateArinso also maintains two People First Service Centers (located in Tallahassee and Jacksonville) that provides a wide array of services, including, benefits enrollment, appeals, refunds, reinstatements, job postings, job application assistance, system technical and navigational assistance, password resets, etc.

The Legislature approved funds from Specific Appropriation 2874 for the Office of Program Policy Analysis and Government Accountability (OPPAGA) to conduct an independent study of People First. OPPAGA released their People First study on January 22, 2009, to the Governor, Senate and House. The primary recommendation was for the Department to continue the contract with the service provider through renegotiation (all currently outsourced components remain outsourced). On December 8, 2009, the Department executed an agreement to renew the contract with the service provider through August

COL A90		COL A91		COL A92		CODES
SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	NR FY10-11	ANZ FY10-11	AMOUNT	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
PGM: HUMAN RESOURCE MGT						72750100
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						1601.00.00.00
SCHEDULE VIII B REDUCTIONS -						
OPERATING						33B0000
FIVE PERCENT REDUCTION -						
PEOPLE FIRST						33B5240

2016.

Highlights of the main achievements from the negotiation include:

1. Reduces contact cost by \$45 million over the life of the contract. The contract savings begin January 2010 and exceed OPPAGA's maximum expected cost savings of \$40.25 million.
2. Avoids annual escalation costs.
3. Improves services at the People First Service Center, improves People First system performance and strengthens the vendor's performance metrics.
4. Avoids significant risk of service disruption to more than 240,000 users.
5. Avoids significant implementation and transition costs.

The original annual contract payment to NorthgateAriso was \$44,153,424, which was reduced to \$39,903,424.02 for fiscal year 2010-11. The annual contract payment to NorthgateAriso for Fiscal Year 2011-12 is \$38,195,090.02, a reduction of \$1,708,333.80 from the previous fiscal year. The negotiated renewal agreement reduces the annual contact payment every year through 2016, as follows:

Renewal Contract Payment & Annual Savings by Fiscal Years

Beginning	Through	# of Months	Renewal Payments	Savings	Annualized Savings
1/1/2010	6/30/2010	6.00	\$20,201,712.00	\$1,875,000.00	
7/1/2010	6/30/2011	12.00	\$39,903,424.02	\$4,249,999.98	
7/1/2011	6/30/2012	12.00	\$38,195,090.22	\$5,958,333.78	
7/1/2012	6/30/2013	12.00	\$36,539,863.62	\$7,613,560.38	
7/1/2013	8/20/2016	37.67	\$113,301,850.96	\$25,303,105.88	\$8,060,453.16
Totals		79.67	\$248,141,940.82	\$45,000,000.02	

Total Payments (with Renewals)	\$248,141,940.82
Total Payments (without renewals)	\$293,141,940.84
Savings	\$ 45,000,000.02

Original Fiscal Year Contract Payment \$44,153,424.00

FISCAL INFORMATION: this issue requests a recurring reduction of \$1,708,334 and a non-recurring reduction of \$286,838 for current Fiscal Year 2010-11. While the non-recurring amount can be taken and is offered as a reduction LBR D3-A

	COL A90	COL A91	COL A92	
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: HUMAN RESOURCE MGT				72750100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
PEOPLE FIRST				33B5240

Issue, the non-recurring amount could have a severe negative impact.

State Personnel System Trust Fund (2678)				
Special Categories: HR Statewide Contract Payment (107080) (Non-recurring)	(286,838)			
Special Categories: HR Statewide Contract Payment (107080) (Recurring)	(1,708,334)			
	(1,995,171)		FSI=1	
	=====			

FIVE PERCENT REDUCTION -				
EXPENSES AND OPERATING CAPITAL				
OUTLAY				33B5250
EXPENSES				040000
STATE PERSONNEL SYSTEM TF -STATE	46,872-	46,872-		2678 1
	=====	=====	=====	
OPERATING CAPITAL OUTLAY				060000
STATE PERSONNEL SYSTEM TF -STATE	5,000-	5,000-		2678 1
	=====	=====	=====	
TOTAL: FIVE PERCENT REDUCTION -				33B5250
EXPENSES AND OPERATING CAPITAL				
OUTLAY				
TOTAL ISSUE.....	51,872-	51,872-		
	=====	=====	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #11

ISSUE SUMMARY: Human Resource Management - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve. The Division of Human Resource Management requests a non-recurring reduction in the

	COL A90	COL A91	COL A92	
	SCH VIIIIB-1	SCH VIIIIB-1	SCH VIIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: HUMAN RESOURCE MGT				72750100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES AND OPERATING CAPITAL				
OUTLAY				33B5250

Expenses category of \$46,872 and a non-recurring reduction in the Operating Capital Outlay category of \$5,000.

PROBLEM AND SOLUTION STATEMENT: The State Personnel System (SPS) is the system of personnel administration for authorized Career Service, Selected Exempt Service and Senior Management Service positions and is the largest of the six primary personnel systems in Florida's state government. The SPS compasses 31 agencies in the Executive branch of government with 115,000 employees in the Career Service, Selected Exempt Service and Senior Management Service pay plans and other personal services (OPS) employees. The Division of Human Resource Management (HRM) oversees the human resource infrastructure for the SPS. HRM has the responsibility to establish an equitable and lawful employment system and provide the leadership and direction for human resource programs and policies to the entities within the SPS. The division has taken a highly aggressive approach in reviewing its recurring expenditures in an effort to maximize use of our resources, while minimizing cost wherever possible.

The division deactivated 3 blackberry and cellular phones assigned for division use. This produced a \$2,160 annual savings. The Multifunctional Copier contract was renegotiated which produced a \$3,000 annual savings. The division discontinued paying internet bandwidth for other state agencies to access the People First system through DMS, and now the agencies use MyFlorida.Net and pay for their own internet access. This has produced a \$41,712 annual savings. These savings removed from our appropriation as single, one-time reduction in the Expenses category will not drastically impact delivery of the Program services, but taken together, on a recurring basis, will be significant. With such large overall category reductions, we would be unable to sustain or further improve our current level of services in providing human resource policies, practices and strategies, strategic expertise on human resource issues, training and development opportunities for human resource personnel, productivity improvements and enhancements to human resource technological applications. These products and services are to ensure a lawful, efficient and effective human resource infrastructure. Chapter 110 and Sections 216.011(1)(c)(2) and (1)(n), F.S., authorize these functions. Individual reductions will not have a statutory impact.

The division has also identified relinquishing the entire appropriation in the Operating Capital Outlay. At this time, there is no identified need for the purchase of equipment or furniture in excess of \$1,000. However, we are only three months into the fiscal year and cannot foresee all unplanned needs. Chapter 110 and Sections 216.011(1)(c)(8) and (1)(bb), F.S., authorize this function. This reduction would have a statutory impact if our ability to produce the statutorily required Annual Workforce Report is affected by our inability to obtain computer hardware capability required to support production of the report.

FISCAL INFORMATION: As noted, these reductions in our appropriation removed individually as a one-time reduction will not drastically impact the Program, but taken together, as a permanent reduction will negatively impact the program. The reduction offered in the Expenses category totals \$46,872 and in the Operating Capital Outlay category totals \$5,000. The division is offering these amounts as non-recurring reductions in the appropriate categories.

	COL A90	COL A91	COL A92		
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1		
	REDUCTIONS	NR FY10-11	ANZ FY10-11		
POS	AMOUNT	POS	AMOUNT	POS	
				AMOUNT	
				CODES	
MANAGEMENT SRVCS, DEPT OF					72000000
WORKFORCE PROGRAMS					72750000
PGM: HUMAN RESOURCE MGT					72750100
GOV OPERATIONS/SUPPORT					16
GOVERNMENTAL OPERATIONS					1601.00.00.00
SCHEDULE VIIIB REDUCTIONS -					
OPERATING					33B0000
FIVE PERCENT REDUCTION -					
EXPENSES AND OPERATING CAPITAL					
OUTLAY					33B5250
State Personnel System Trust Fund (2678)					
Expenses (040000) (Non-recurring)				(46,872)	
Operating Capital Outlay (060000) (Non-recurring)				(5,000)	

Total Issue				(51,872)	FSI=1
				=====	

FIVE PERCENT REDUCTION -					
DATA PROCESSING SERVICES					33B5270
DATA PROCESSING SERVICES					210000
SOUTHWOOD SRC					210021
STATE PERSONNEL SYSTEM TF -STATE	13,688-	13,688-			2678 1
	=====	=====			

AGENCY ISSUE NARRATIVE:
 SCH VIIIB-1 NARR 10-11 NARRATIVE:
 PRIORITY #18

IT COMPONENT? NO

ISSUE SUMMARY: Human Resource Management - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve. The Division of Human Resource Management requests a non-recurring reduction in the appropriation of the Data Processing Services: Southwood Shared Resource Center (SSRC) category in the amount of \$13,688.

PROBLEM AND SOLUTION STATEMENT: The State Personnel System (SPS) is the system of personnel administration for authorized Career Service, Selected Exempt Service and Senior Management Service positions and is the largest of the six primary personnel systems in Florida's state government. The SPS encompasses 31 agencies in the Executive branch of government with 115,000 employees in the Career Service, Selected Exempt Service and Senior Management Service pay plans and other personal services (OPS) employees. The Division of Human Resource Management (HRM) oversees the human resource infrastructure for the SPS. HRM has the responsibility to establish an equitable and lawful employment system and provide the leadership and direction for human resource programs and policies to the entities within the SPS. The division has taken a highly aggressive approach in reviewing its expenditures in an effort to maximize use of our resources, while minimizing cost wherever possible. The appropriation for Data Processing Services - SSRC has an

	COL A90	COL A91	COL A92	
	SCH VIIIIB-1	SCH VIIIIB-1	SCH VIIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: HUMAN RESOURCE MGT				72750100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
DATA PROCESSING SERVICES				33B5270

undesignated balance of \$13,688 for the current fiscal year. We identified this balance as a reserve amount for the category since this amount exceeds our current fiscal year planned needs. However, in the past, these funds have been used to pay unplanned under billings from the prior fiscal year, which are billed in the current fiscal year. The Southwood Shared Resource Center reconciles its' cost verses its' billings for the prior year, then presents invoices for those under billings to be paid from our current appropriation. The under billing invoice for Fiscal Year 2008-09 was delivered in May 2010 and paid from the Fiscal Year 2009-10 appropriation for \$25,382. Chapter 110 and Section 216.011(1)(j), F.S., authorize this function. This reduction will not have a statutory impact.

FISCAL INFORMATION: As noted, these funds have been used to cover unplanned under billings from the previous fiscal years. The reduction offered in the Data Processing Services - Southwood Shared Resource Center category totals \$13,688. The division is offering this amount as non-recurring.

State Personnel System Trust Fund (2678)
 Data Processing Services: SSRC (210021) (Non-recurring)

(13,688) FSI=1
 =====

FIVE PERCENT REDUCTION -				
EXPENSES - OTHER				33B5280
EXPENSES				040000

STATE PERSONNEL SYSTEM TF -STATE 36,544- 36,544- 2678 1

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-1 NARR 10-11 NARRATIVE:

IT COMPONENT? NO

Priority #29

ISSUE SUMMARY: Human Resource Management - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve. The Division of Human Resource Management requests a non-recurring reduction in the appropriation of the Expenses category in the amount of \$36,544.

PROBLEM AND SOLUTION STATEMENT: The State Personnel System (SPS) is the system of personnel administration for authorized Career Service, Selected Exempt Service and Senior Management Service positions and is the largest of the six

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: HUMAN RESOURCE MGT				72750100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES - OTHER				33B5280

primary personnel systems in Florida's state government. The SPS encompasses 31 agencies in the Executive branch of government with 115,000 employees in the Career Service, Selected Exempt Service and Senior Management Service pay plans and other personal services (OPS) employees. The Division of Human Resource Management (HRM) oversees the human resource infrastructure for the SPS. HRM has the responsibility to establish an equitable and lawful employment system and provide the leadership and direction for human resource programs and policies to the entities within the SPS. The division has taken a highly aggressive approach in reviewing its expenditures in an effort to maximize use of our resources, while minimizing cost wherever possible. A reduction is offered for \$36,544. This reduction is associated with the Division's ability to respond to consultative services requests made to the division by key stakeholders. Secondly, it is associated with HRM's Annual Human Resource (HR) Conference, which provides State Personnel System HR Professionals technical assistance in the form of comprehensive training on federal and state laws and administrative rules and general human resources related topics. Without a uniform application of core policies existing between agencies, disparate interpretation of agency pay and leave practices will result in significant increases in Fair Labor Standards Act (FSLA), Americans with Disabilities Act (ADA), Family and Medical Leave Act (FMLA) and Veterans' Preference violations leading to employee lawsuits and substantial financial penalties assessed by the federal government. This reduction in our appropriation as a single, one-time reduction in the Expenses category will not drastically impact delivery of the Program services, but taken together, on a recurring basis, will be significant. With such large overall category reductions, we would be unable to sustain or further improve our current level of services in providing human resource policies, practices and strategies, strategic expertise on human resource issues, training and development opportunities for human resource personnel, productivity improvements and enhancements to human resource technological applications. These products and services are to ensure a lawful, efficient and effective human resource infrastructure. Chapter 110 and Sections 216.011(1)(c)(2) and (1)(n), F.S. authorize this function. This single reduction would have a statutory impact if HR laws and rules are not properly administered by the agencies.

FISCAL INFORMATION: As noted, this reduction in our Expenses appropriation as a single, one-time reduction will not drastically impact the Program, but taken with other Expenses category reductions, will be significant. The reduction offered in the Expenses category totals \$36,544. The division is offering this amount as non-recurring.

State Personnel System Trust Fund (2678)
 Expenses (040000) (Non-recurring)

(36,544) FSI=1
 =====

	COL A90 SCH VIIIB-1 REDUCTIONS	COL A91 SCH VIIIB-1 NR FY10-11	COL A92 SCH VIIIB-1 ANZ FY10-11	
	POS	AMOUNT	POS	AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: HUMAN RESOURCE MGT				72750100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
STATE EMPLOYEE'S CHARITABLE				
CAMPAIGN				33B5290
SPECIAL CATEGORIES				100000
ST EMP CHARITABLE CAMPAIGN				107777
GENERAL REVENUE FUND				
-STATE		850-	850-	1000 1

AGENCY ISSUE NARRATIVE:
 SCH VIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #30

ISSUE SUMMARY: Human Resource Management - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve. The Division of Human Resource Management requests a non-recurring reduction in the appropriation of the Special Categories: Florida State Employees' Charitable Campaign (FSECC), in the amount of \$850.

PROBLEM AND SOLUTION STATEMENT: The Florida State Employees' Charitable Campaign (FSECC) provides an organized and efficient method by which state employees can donate to the charities of their choice, either through payroll deduction or a one-time gift. The FSECC is the only authorized solicitation of state employees allowed at the workplace during work hours. Employee contributions to the annual FSECC are entirely voluntary and averages just under \$5 million per year. Employees' generosity funds as many as 1,400 FSECC-approved charitable organizations, which provide services and programs to meet basic human or environmental needs throughout Florida and around the world. The Department of Management Services (DMS) has statutory authority to administer the charitable campaign and to contract with a fiscal agent. The Division of Human Resource Management (HRM) has been delegated the responsibility of administering the program in its entirety. HRM administers the rules and provides rule interpretations; prepares correspondence on behalf of the Governor and oversees content for the campaign brochures; develops, distributes, receives, and reviews campaign applications and enters data into a centralized database; responds to inquiries from organizations regarding the application process, charitable registrations, and criteria for participation in the FSECC; staffs the State FSECC Steering Committee; Chairs the FSECC Steering Committee and coordinates meetings; extracts and reformats data to get a usable report for Steering Committee determinations regarding participants; produces reports of rejected organizations; notifies rejected organizations; compiles informal appeals information; verifies agencies' solicitations of contributions registrations with the Division of Consumer Services, Department of Agriculture and Consumer Service; compiles and provides campaign coordinator data to the fiscal agent; oversees activities related to pledge forms processing and computer runs to create pre-printed pledge forms; responds to inquiries from the fiscal agent, organizations and state employees' regarding campaign administration and organizations participating in the campaign; and oversees the petition process by which over 2500 claims are annually evaluated by the Statewide Steering Committee for allocating undesignated funds collected by the campaign. HRM develops and implements periodic Request for Proposals (RFP) to secure a fiscal agent and manages the fiscal agent contract. This service contract requires extensive oversight due to the accounting

	COL A90	COL A91	COL A92	
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: HUMAN RESOURCE MGT				72750100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
STATE EMPLOYEE'S CHARITABLE				
CAMPAIGN				33B5290

and remittance process being decentralized in 26 fiscal agent areas. The department receives an annual appropriation of \$17,000 to compensate for the administrative tasks outlined above. The division has taken a highly aggressive approach in reviewing its expenditures in an effort to maximize use of our resources, while minimizing cost wherever possible. A reduction is offered for \$850. This reduction is associated with the Division's ability to cover certain fixed costs of the FSECC such as public noticing requirements, certified mailings, etc., that must be paid from this appropriation. Adjustments would have to be made to the number of OPS hours available to support administration. This would mean that completion of data entry and screening of over 1400 annual participation applications and over 2500 undesignated fund claims from charitable organizations would be dependent on the availability of FTE staff (support and professional), which would slow down all related processes. Nonetheless, this reduction, taken as a single, one-time reduction should not drastically impact delivery of the Program services. Section 110.181., F.S., authorizes this function. However, this reduction could impact the statutory requirements, if the effectiveness of the Statewide Steering Committee or the charities access to the program is impacted by slower processing of applications, claims and the annual campaign kickoff.

FISCAL INFORMATION: As noted, this reduction taken as a single, one-time reduction should not drastically impact delivery of the Program services. The reduction offered in the Special Categories: Florida State Employee's Charitable Campaign (FSECC) totals \$850. The division is offering this amount as non-recurring.

General Revenue (1000)
 Special Categories: Florida State Employee's Charitable Campaign (107777) (NR) (850) FSI=1
 ==

FIVE PERCENT REDUCTION -				
OTHER PERSONAL SERVICES				33B5410
OTHER PERSONAL SERVICES				030000

STATE PERSONNEL SYSTEM TF -STATE	10,000-	10,000-		2678	1
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AGENCY ISSUE NARRATIVE:
 SCH VIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #31

ISSUE SUMMARY: Human Resource Management - Each agency is required to meet a 5% reduction target. After careful

	COL A90	COL A91	COL A92	
	SCH VIIIIB-1	SCH VIIIIB-1	SCH VIIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: HUMAN RESOURCE MGT				72750100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
OTHER PERSONAL SERVICES				33B5410

consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve. The Division of Human Resource Management requests a non-recurring reduction in the appropriation of the Other Personal Services (OPS) category in the amount of \$10,000.

PROBLEM AND SOLUTION STATEMENT: The State Personnel System (SPS) is the system of personnel administration for authorized Career Service, Selected Exempt Service and Senior Management Service positions and is the largest of the six primary personnel systems in Florida's state government. The SPS encompasses 31 agencies in the Executive branch of government with 115,000 employees in the Career Service, Selected Exempt Service and Senior Management Service pay plans and other personal services employees. The Division of Human Resource Management (HRM) oversees the human resource infrastructure for the SPS. HRM has the responsibility to establish an equitable and lawful employment system and provide the leadership and direction for human resource programs and policies to the entities within the SPS. The division has taken a highly aggressive approach in reviewing its expenditures in an effort to maximize use of our resources, while minimizing cost wherever possible. The division will relinquish the entire OPS appropriation due to current, short-term under-utilization of the category. Without an OPS appropriation, however, the division will lose the means to supplement the work of our HR consultants on all HRM issues. The division will also lose the means to supplement the funding of work conducted by an OPS employee that is hired with the FSECC Charitable Campaign appropriation to support the administration of the campaign. This would mean that completion of data entry and screening of over 1400 annual applications from charitable organizations to participate in FSECC would be dependent on the availability of FTE staff (support and professional), which would significantly slow down the analysis process. Sections 110.131, 16.011(1)(c)(9) and (1)(dd), F.S., authorize this function. This reduction would have a statutory impact if statutory requirements are unable to be met.

FISCAL INFORMATION: As noted, without an OPS appropriation the division will lose the means to supplement the work of our HR consultants on all HRM issues. The reduction offered in the Other Personal Services category totals \$10,000. The division is offering this amount as non-recurring.

State Personnel System Trust Fund (2678)
 Other Personal Services (030000) (Non-recurring) (10,000) FSI=1
 =====

	COL A90 SCH VIII B-1 REDUCTIONS	COL A91 SCH VIII B-1 NR FY10-11	COL A92 SCH VIII B-1 ANZ FY10-11	CODES
POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: HUMAN RESOURCE MGT				72750100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTIONS -				
BUDGET AUTHORITY IN OPERATING				
APPROPRIATION CATEGORIES				33B5630
SALARIES AND BENEFITS				010000
GENERAL REVENUE FUND -STATE	14,460-	14,460-		1000 1
EXPENSES				040000
GENERAL REVENUE FUND -STATE	3,854-	3,854-		1000 1
OPERATING TRUST FUND -STATE	5,400-	5,400-		2510 1
TOTAL APPRO.....	9,254-	9,254-		
SPECIAL CATEGORIES				100000
CONTRACTED SERVICES				100777
GENERAL REVENUE FUND -STATE	2,636-	2,636-		1000 1
ADMINISTRATIVE OVERHEAD				105002
GENERAL REVENUE FUND -STATE	1,437-	1,437-		1000 1
DATA PROCESSING SERVICES				210000
SOUTHWOOD SRC				210021
GENERAL REVENUE FUND -STATE	887-	887-		1000 1
TOTAL: FIVE PERCENT REDUCTIONS -				33B5630
BUDGET AUTHORITY IN OPERATING				
APPROPRIATION CATEGORIES				
TOTAL ISSUE.....	28,674-	28,674-		

COL A90		COL A91		COL A92		CODES
SCH VIIIB-1	REDUCTIONS	SCH VIIIB-1	NR FY10-11	SCH VIIIB-1	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
PGM: HUMAN RESOURCE MGT						72750100
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						1601.00.00.00
SCHEDULE VIIIB REDUCTIONS -						
OPERATING						33B0000
FIVE PERCENT REDUCTIONS -						
BUDGET AUTHORITY IN OPERATING						
APPROPRIATION CATEGORIES						33B5630

AGENCY ISSUE NARRATIVE:

SCH VIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 Priority # 65

The Department of Management Services (DMS) provides administrative support on a reasonable and as needed basis for Planning and Budgeting services, Financial Management services (including Property Asset Management), Human Resources services, Mail Room operations, and Purchasing services to the Governor's Commission on Disabilities (GCOD). This Program is authorized by Office of the Governor Executive Order Number 08-193 and operates independent of DMS. DMS is required to offer target reductions to meet the Schedule VIIIB exercises. DMS offers 5% and 15% of GCOD's appropriations.

BUDGET INFORMATION: This issue requests a non-recurring General Revenue reduction in Salaries and Benefits of \$14,460, Expenses of \$3,854, Special Categories: Contracted Service of \$2,636, Special Categories: Administrative Overhead of \$1,437, Data Processing Services SSRC of \$887, and a non-recurring Trust Fund reduction in Expenses of \$5,400.

General Revenue (1000)			
Salaries and Benefits (010000) (Non-recurring)		(14,460)	
Expenses (040000) (Non-recurring)		(3,854)	
Special Categories: Contracted Services (100777) (Non-recurring)		(2,636)	
Special Categories: Administrative Overhead (105002) (Non-recurring)		(1,437)	
Data Processing Services SSRC (210021) (Non-recurring)		(887)	

		(23,274)	FSI=1
		=====	
Operating Trust Fund (2510)			
Expenses (040000) (Non-recurring)		(5,400)	FSI=1
		=====	

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: HUMAN RESOURCE MGT				72750100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				<u>1601.00.00.00</u>
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTIONS -				
BUDGET AUTHORITY IN OPERATING				
APPROPRIATION CATEGORIES				33B5630

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A90 - SCH VIII B-1 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
OTHER SALARY AMOUNT							
1000 GENERAL REVENUE FUND							14,460-

							14,460-
							=====

A91 - SCH VIII B-1 NR FY10-11							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
OTHER SALARY AMOUNT							
1000 GENERAL REVENUE FUND							14,460-

							14,460-
							=====

TOTAL: GOVERNMENTAL OPERATIONS							<u>1601.00.00.00</u>
BY FUND TYPE							
GENERAL REVENUE FUND	24,124-	24,124-					1000
TRUST FUNDS	2,197,695-	489,362-					2000
	-----	-----					
TOTAL PROG COMP.....	2,221,819-	513,486-					=====

	COL A90 SCH VIIIIB-1 REDUCTIONS	COL A91 SCH VIIIIB-1 NR FY10-11	COL A92 SCH VIIIIB-1 ANZ FY10-11	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: INS BENEFITS ADMIN				72750200
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
CONTRACTED SERVICES				33B5200
SPECIAL CATEGORIES				100000
CONTRACTED SERVICES				100777
PRETAX BENEFITS TRUST FUND-STATE	17,425-	17,425-		2570 1
STATE EMPLOY HEALTH INS TF -STATE	20,574-	20,574-		2668 1
TOTAL APPRO.....	37,999-	37,999-		

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-1 NARR 10-11 NARRATIVE:
 PRIORITY # 32

IT COMPONENT? NO

ISSUE SUMMARY: Division of State Group Insurance - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve.

The Division of State Group Insurance (DSGI) administers a package of health and welfare insurance benefits, including flexible spending and health savings accounts, which allows active and retired state employees and surviving spouses the option to choose pre-tax and post-tax benefit plans that best suit their individual needs. The DSGI is responsible for the purchase and administration of insurance benefits for active and retired state employees. Contracts are entered into with third party administrators and pharmacy benefit managers to administer the medical and drug components of the State Employees' PPO Plans, Health Maintenance Organization (HMO) Plans, insurance companies offering life and accidental death and dismemberment benefits, disability benefits, dental benefits, vision benefits and other miscellaneous supplemental benefits plans.

DSGI has planned to use the contracted services budget for actuarial and consulting services associated with the procurement of the Pharmacy Benefit Manager (PBM) and Health Maintenance Organizations (HMO), actuarial analyses requested by the Legislature, required Department of Financial Services (DFS) audits and other consulting needs. This issue is decreasing the budget authority of \$37,999 in the Special Categories: Contracted Services.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reductions. However, a reduction of \$37,999 in the Special Categories: Contracted Services will severely impact DSGI's ability to obtain the best value and effectively manage and oversee procurement processes, such as the upcoming PBM and HMO procurements, which include bid development, vendor selection, and contract negotiations. Furthermore, this reduction will not allow the DSGI to comply with all data requests where actuarial services are needed and the timeliness and accuracy of information requested by stakeholders might be jeopardized due to lack of funds to retain consultants.

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: INS BENEFITS ADMIN				72750200
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
CONTRACTED SERVICES				33B5200

FISCAL INFORMATION: This reduction in the in the Special Categories: Contracted Services will adversely limit the DSGI to use outside expertise for actuarial analyses, audits, and other consulting needs for Fiscal Year 2011-12. Therefore, a reduction of \$37,999 in budget authority weakens DSGI's ability to use consultants to evaluate the options available to align its plan options, contributions and incentives to promote competition, mitigate expenditure increases, while continuing to provide valuable benefits to state employees and retirees.

State Employees' Health Insurance Trust Fund (2668)
 Special Categories: Contracted Services (100777) (Non-recurring) (20,574)

Pre-tax Benefits Trust Fund (2570)
 Special Categories: Contracted Services (100777) (Non-recurring) (17,425)

Total Issue (37,999) FSI=1

FIVE PERCENT REDUCTION -
 CONTRACTED BANK SERVICES 33B5330
 SPECIAL CATEGORIES 100000
 CONTRACTED BANK SERVICES 105032

STATE EMPLOY HEALTH INS TF -STATE 16,580- 2668 1

AGENCY ISSUE NARRATIVE:
 SCH VIII B-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #1

ISSUE SUMMARY: Division of State Group Insurance - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve.

The Division of State Group Insurance (DSGI) entered into a four-year banking services contract with a contractor,

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: INS BENEFITS ADMIN				72750200
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
CONTRACTED BANK SERVICES				33B5330

Capital City Bank (CCB). Banking services include but are not limited to, providing an interest bearing account to be used for the deposit of State funds, facilitating the payment of health claims by the Third Party Administrator (TPA). The contract was awarded effective April 2, 2010 through December 31, 2014. As a result of the new contract, the monthly contracted bank fees were reduced. Therefore, there is an excess in budget authority in the Special Categories: Contracted Bank Services category. This issue requests a decrease of \$16,580 in budget authority in Special Categories: Contracted Bank Services of the State Employees' Health Insurance Trust Fund.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reductions. Excess budget authority is available in the Special Categories: Contracted Bank Services appropriation due to the reduction of the monthly contracted bank fees. The budget authority in the Special Categories: Contracted Bank Services appropriation can be reduced by \$16,580, from \$60,580 to \$44,000. This reduction is requested to better align budget authority with the expenditures forecasted for Fiscal Year 2011-12. Therefore, this issue offers a reduction in excess budget authority in the amount of \$16,580 in the Special Categories: Contracted Bank Services category in the State Employees' Health Insurance Trust Fund.

FISCAL INFORMATION: As a result of the new contract effective April 2, 2010, the DSGI program will have a reduction in the monthly contracted bank fees for Fiscal Year 2011-12. The Insurance Benefits Administration program has a current appropriation of \$60,580 for Fiscal Year 2010-11; therefore the program can offer a reduction of \$16,580 in budget authority in the Special Categories: Contracted Bank Services appropriation.

FY 2010-2011		FY 2011-2012 Requirement		Excess Authority
\$60,580	-	\$44,000	=	\$16,580

This issue impacts the "Administer the Health Insurance Program" activity.

State Employees' Health Insurance Trust Fund (2668)
 Special Categories: Contracted Bank Services (105032) (16,580) FSI=1

	COL A90 SCH VIIIB-1 REDUCTIONS	COL A91 SCH VIIIB-1 NR FY10-11	COL A92 SCH VIIIB-1 ANZ FY10-11	CODES
	POS AMOUNT	POS AMOUNT	POS AMOUNT	
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: INS BENEFITS ADMIN				72750200
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES, OTHER PERSONAL SERVICES,				
OPERATING CAPITAL OUTLAY AND DATA				33B5340
PROCESSING SERVICES				030000
OTHER PERSONAL SERVICES				
PRETAX BENEFITS TRUST FUND-STATE	1,500-			2570 1
STATE EMPLOY HEALTH INS TF -STATE	1,500-			2668 1
TOTAL APPRO.....	3,000-			
EXPENSES				040000
PRETAX BENEFITS TRUST FUND-STATE	4,058-			2570 1
STATE EMPLOY LIFE INS TF -STATE	1,500-			2667 1
STATE EMPLOY HEALTH INS TF -STATE	29,222-			2668 1
STATE EMPLOYEES DIS INS TF-STATE	2,500-			2671 1
TOTAL APPRO.....	37,280-			
OPERATING CAPITAL OUTLAY				060000
PRETAX BENEFITS TRUST FUND-STATE	7,000-			2570 1
STATE EMPLOY HEALTH INS TF -STATE	7,000-			2668 1
TOTAL APPRO.....	14,000-			
DATA PROCESSING SERVICES				210000
SOUTHWOOD SRC				210021
PRETAX BENEFITS TRUST FUND-STATE	22,639-			2570 1
STATE EMPLOY LIFE INS TF -STATE	5,099-			2667 1
STATE EMPLOY HEALTH INS TF -STATE	18,561-			2668 1
STATE EMPLOYEES DIS INS TF-STATE	12,006-			2671 1
TOTAL APPRO.....	58,305-			

COL A90		COL A91		COL A92		CODES
SCH VIIIIB-1		SCH VIIIIB-1		SCH VIIIIB-1		
REDUCTIONS		NR FY10-11		ANZ FY10-11		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
PGM: INS BENEFITS ADMIN						72750200
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						1601.00.00.00
SCHEDULE VIIIIB REDUCTIONS -						
OPERATING						33B0000
FIVE PERCENT REDUCTION -						
EXPENSES, OTHER PERSONAL SERVICES,						
OPERATING CAPITAL OUTLAY AND DATA						33B5340
PROCESSING SERVICES						
TOTAL: FIVE PERCENT REDUCTION -						33B5340
EXPENSES, OTHER PERSONAL SERVICES,						
OPERATING CAPITAL OUTLAY AND DATA						
PROCESSING SERVICES						
TOTAL ISSUE.....	112,585-					

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-1 NARR 10-11 NARRATIVE:
 PRIORITY #19

IT COMPONENT? NO

ISSUE SUMMARY: Division of State Group Insurance - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve.

The Division of State Group Insurance (DSGI) administers a package of health and welfare insurance benefits, including flexible spending and health savings accounts, which allows active and retired state employees and surviving spouses the option to choose pre-tax and post-tax benefit plans that best suit their individual needs. The DSGI is responsible for the purchase and administration of insurance benefits for active and retired state employees. Contracts are entered into with third party administrators and pharmacy benefit managers to administer the medical and drug components of the State Employees' PPO Plans, Health Maintenance Organization (HMO) Plans, insurance companies offering life and accidental death and dismemberment benefits, disability benefits, dental benefits, vision benefits and other miscellaneous supplemental benefits plans.

A review of Fiscal Year 2009-10 reversions was performed across appropriate categories to analyze the actual level of expenditures as compared to the appropriated amounts. For those categories where the amount expended was lower than the amount appropriated, an analysis of the category items was conducted to determine the causes of the lower than appropriated expenditures. It was determined that as a result of the decreased use of travel and training expenses, other personnel services, operating capital outlay and data processing services, the reduction of operating expenditures will not affect either the quality and timeliness of the services provided by the DSGI. The DSGI is offering a reduction of recurring funds from its operating budget in the amount of \$112,585.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reductions.

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: INS BENEFITS ADMIN				72750200
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES, OTHER PERSONAL SERVICES,				
OPERATING CAPITAL OUTLAY AND DATA				
PROCESSING SERVICES				33B5340

Excess budget authority is available in the DSGI's operating budget due to administrative changes that promote smarter, better, and faster services. Operational efficiencies have been gained through the best use of technology and better alignment of human resources. These operational efficiencies provide the DSGI with the capability to administer its statutory responsibilities with a permanent reduction in its operating budget of \$112,585.

FISCAL INFORMATION: This issue requests a reduction in budget authority of \$112,585 in the following categories.

Appropriation	Appropriation
Category	
Other Personnel Services	(3,000)
Expenses	(37,280)
Operating Capital Outlay	(14,000)
Data Processing Services - SSRC	(58,305)
State Employees' Health Insurance Trust Fund (2668)	
Other Personnel Services (030000)	(1,500)
Expenses (040000)	(29,222)
Operating Capital Outlay (060000)	(7,000)
Data Processing Services-SSRC (210021)	(18,561)
Pre-tax Benefits Trust Fund (2570)	
Other Personnel Services (030000)	(1,500)
Expenses (040000)	(4,058)
Operating Capital Outlay (060000)	(7,000)
Data Processing Services-SSRC (210021)	(22,639)
State Employees' Life Insurance Trust Fund (2667)	
Expenses (040000)	(1,500)
Data Processing Services-SSRC (210021)	(5,099)
State Employees' Disability Trust Fund (2671)	
Expenses (040000)	(2,500)
Data Processing Services-SSRC (210021)	(12,006)

	COL A90	COL A91	COL A92	
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: INS BENEFITS ADMIN				72750200
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES, OTHER PERSONAL SERVICES,				
OPERATING CAPITAL OUTLAY AND DATA				
PROCESSING SERVICES				33B5340
Total State Employees' Health Insurance Trust Fund (2668)			(56,283)	
Total Pre-tax Benefits Trust Fund (2570)			(35,197)	
Total State Employees' Life Insurance Trust Fund (2667)			(6,599)	
Total State Employees' Disability Trust Fund (2671)			(14,506)	
Total Issue			(112,585)	FSI=1

FIVE PERCENT REDUCTION -				
PRESCRIPTION DRUG CLAIMS				
ADMINISTRATION				33B5360
SPECIAL CATEGORIES				100000
PRESCRIPTION DRUG CLMS AD				101530
STATE EMPLOY HEALTH INS TF -STATE	16,800-			2668 1

AGENCY ISSUE NARRATIVE:

SCH VIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #4

ISSUE SUMMARY: Division of State Group Insurance - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve.

The Division of State Group Insurance (DSGI) entered into a four-year Pharmacy Benefit Management (PBM) contract with a servicing agent (Caremark, LLC) to administer the pharmacy benefits offered by the State Employees' Preferred Provider Organization Plans. PBM services include but are not limited to, prescription drug card and mail order services, participant eligibility verification, retail pharmacy network, retail and mail dispensing of drugs, claims processing and adjudication, customer service, drug utilization review and related reporting services, prescription drug pricing, and quality assurance. The contract was awarded with an effective date of January 1, 2007 through December 31, 2010, with an option to renew. As a result of renewal negotiations, the contract was extended through December 31, 2011 and fees were

	COL A90	COL A91	COL A92	
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: INS BENEFITS ADMIN				72750200
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
PRESCRIPTION DRUG CLAIMS				
ADMINISTRATION				33B5360

reduced which will result in savings. Therefore, there is excess in budget authority in Special Categories: Prescription Drug Claims Administration category. This issue offers a reduction of \$16,800 in the Special Categories: Prescription Drug Claims Administration appropriation.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reductions. Excess budget authority is available in the Special Categories: Prescription Drug Claims Administration appropriation due to the contract renegotiations. The budget authority in the Special Categories: Prescription Drug Claims Administration appropriation can be reduced by \$16,800, from \$336,000 to \$319,200, due to cost savings that will be realized during Fiscal Year 2010-2011.

FISCAL INFORMATION: Due to the renegotiation of the PBM Contract with Caremark, LLC, the DSGI will realize savings in administrative cost. A reduction of \$16,800 in the in the Special Categories: Prescription Drug Claims Administration appropriation will not affect contractual obligations for administrative and clinical management services for Fiscal Year 2011-2012. Therefore, the DSGI can offer a reduction of \$16,800 in budget authority.

State Employees' Health Insurance Trust Fund (2668)
 Special Categories: Prescription Drug Claims Administration (101530) (16,800) FSI=1
 =====

FIVE PERCENT REDUCTION -				
HEALTH SAVINGS ACCOUNT EMPLOYER				
CONTRIBUTIONS				33B5370
SPECIAL CATEGORIES				100000
PMT/EMPL CON/HSA CUSTODIAN				105001
STATE EMPLY HEALTH INS TF -STATE	39,322-	39,322-		2668 1
	=====	=====	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #39

ISSUE SUMMARY: Division of State Group Insurance - Each agency is required to meet a 5% reduction target. After careful

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: INS BENEFITS ADMIN				72750200
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
HEALTH SAVINGS ACCOUNT EMPLOYER				
CONTRIBUTIONS				33B5370

consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve. The Division of State Group Insurance (DSGI) is authorized by Florida law to administer the State Employees' Health Insurance Program. The law provides that the State Group Health Insurance High Deductible Plan and the state-contracted Health Maintenance Organization High Deductible Plan shall include a Health Savings Account (HSA) feature. The HSA is a vehicle, which allows the participant and their employer to make a contribution into an employee owned account to pay for qualified health care expenses. The contribution must be transferred from the State Employees' Health Insurance Trust Fund to the HSA custodian for disbursement into the participant's account.

PROBLEM STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reductions. However, a reduction of \$39,322 in the Special Categories: Payment of Employer's Contribution to HSA Custodian of the State Employees' Health Insurance Trust Fund for the transfer of health savings account contributions to the HSA custodian will cause employers to be in noncompliance with the General Appropriations Act (GAA) and Program design. Employer contributions toward the HSA of those employees electing to enroll in the Health Investor Health Plan (HIHP) have been kept at the same level since the offering of the HIHP in January 2006, \$41.66 for single coverage and \$83.33 for family coverage. If employers cannot contribute towards the employees' HSA, employees might choose to move to the Standard Plan, which is more costly to the trust fund.

The employer shall make a monthly contribution to a participant's HSA up to \$41.66 for individual coverage (\$500 per year) and \$83.33 for family coverage (\$1,000 per year). The participant is allowed to make additional contributions into a HSA not to exceed Plan and IRS contribution maximum limits. Average enrollment as of August 31, 2010 reflects approximately 1,387 enrollees in a Health Investor Plan. The vast majority of the subscribers representing this enrollment are entitled to apply for a HSA, or entitled to continue participation in an active account, if the application process has been previously completed. In the spirit of conservatism, it is assumed that all Health Investor Plan subscribers are entitled to a HSA. Therefore, a decrease of \$39,322 in budget authority would not enable employers to contribute toward the HSA contributions for the employees electing to enroll in the HIHP.

FISCAL INFORMATION: This issue requests a non-recurring reduction in budget authority of \$39,322.

State Employees' Health Insurance Trust Fund (2668)
 Special Categories: Payment of Employer Contributions
 to Health Savings Account Custodian (105001) (Non-recurring) (39,322) FSI=1
 =====

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: INS BENEFITS ADMIN				72750200
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
ADMINISTRATIVE SERVICES ONLY				
CONTRACT				33B5380
SPECIAL CATEGORIES				100000
ASO CONTRACT/HEALTH INS				101520
STATE EMPLOY HEALTH INS TF -STATE	1,005,000-	1,005,000-		2668 1

AGENCY ISSUE NARRATIVE:
 SCH VIII B-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #50

ISSUE SUMMARY: Division of State Group Insurance - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve.

The Division of State Group Insurance (DSGI) program entered into a four-year Administrative Services Contract with a servicing agent (Blue Cross Blue Shield of Florida (BCBSFL)) in order to obtain third-party administrative services, access to a preferred provider network, claims adjudication/reporting, customer service, benefit and utilization management, and other services for the self-insured health plan and its participants. The contract was awarded effective January 1, 2007 through December 31, 2010, with an option to renew. As a result of renewal negotiations, the contract was extended through December 31, 2014 and the negotiated rate was reduced by 7.7%.

PROBLEM STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reductions. However, the Administrative Services Only (ASO) Contract, \$20.1 million legislative appropriation already reflects a 7.7% negotiated rate reduction achieved with the last contract renewal action. Based on contacted fees and projected Preferred Provider Organization (PPO) Plan enrollment, the estimated ASO Fee for Fiscal Year 10-11 is \$19.9 million. An additional \$1.0 million reduction will cause the State to be in noncompliance of contract terms and conditions and will impact services. Services provided include claims cost containment measures. A service reduction could result in increased claims cost. Claims costs are projected to be \$629.8 million for Fiscal Year 10-11.

FISCAL INFORMATION: A 5% reduction of appropriations in the ASO category is over \$1.0 million dollars for the DSGI program. To meet this reduction, the contracted ASO fee would have to be drastically reduced. The contracted ASO fee is based on a per contract per month fee. For Calendar Year 2010, the fee is \$17.50 and \$18.50 thereafter through December 2014. A reduction in the ASO fee would impact services currently provided by PPO Plan participants and would result in a breach of contract.

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: INS BENEFITS ADMIN				72750200
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				<u>1601.00.00.00</u>
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
ADMINISTRATIVE SERVICES ONLY				
CONTRACT				33B5380
State Employees' Health Insurance Trust Fund (2668)				
Special Categories: Administrative Services Only Contract				
for Health Insurance (101520) (Non-recurring)			(1,005,000)	FSI=1
			=====	

TOTAL: GOVERNMENTAL OPERATIONS				<u>1601.00.00.00</u>
BY FUND TYPE				
TRUST FUNDS.....	1,228,286-	1,082,321-		2000
	=====	=====	=====	

	COL A90 SCH VIIIB-1 REDUCTIONS	COL A91 SCH VIIIB-1 NR FY10-11	COL A92 SCH VIIIB-1 ANZ FY10-11	CODES
POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: RETIRE BENEFITS ADMIN				72750300
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				<u>1601.00.00.00</u>
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
OPERATING CAPITAL OUTLAY				33B5010
OPERATING CAPITAL OUTLAY				060000
OPERATING TRUST FUND	-STATE	8,393-	8,393-	2510 1
	=====	=====	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #33

ISSUE SUMMARY: Division of Retirement - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reduction would have the least impact on the customers we serve. The Division of Retirement is requesting to reduce purchase of CPUs and monitors by \$8,393.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reduction.

Savings will be achieved through expanding the lifetime of IT equipment beyond suggested standards.

FISCAL INFORMATION: This issue requests to reduce purchase of CPUs and monitors by \$8,393.

Operating Trust Fund (2510)
 Operating Capital Outlay (060000) (Non-recurring) (8,393) FSI=1
 =====

FIVE PERCENT REDUCTION -				
EXPENSES - NONRECURRING				33B5020
EXPENSES				040000
OPERATING TRUST FUND	-STATE	159,291-	159,291-	2510 1
	=====	=====	=====	

COL A90		COL A91		COL A92		CODES
SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
REDUCTIONS	NR FY10-11	NR FY10-11	NR FY10-11	ANZ FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
PGM: RETIRE BENEFITS ADMIN						72750300
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						1601.00.00.00
SCHEDULE VIII B REDUCTIONS -						
OPERATING						33B0000
FIVE PERCENT REDUCTION -						
EXPENSES - NONRECURRING						33B5020

AGENCY ISSUE NARRATIVE:

SCH VIII B-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #42

ISSUE SUMMARY: Division of Retirement - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reduction would have the least impact on the customers we serve. The Division of Retirement is requesting to reduce various expenditures in the Expenses category by \$159,291.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reduction.

Possible service reductions could occur if no provision remains for unforeseen expenditures.

FISCAL INFORMATION: This issue requests to reduce various expenditures in the Expenses category by \$159,291.

Operating Trust Fund (2510)
 Expenses (040000) (Non-recurring) (159,291) FSI=1
 =====

FIVE PERCENT REDUCTION -						
CONTRACTED LEGAL SERVICES						33B5120
SPECIAL CATEGORIES						100000
CONTRACTED LEGAL SERVICES						103884
OPERATING TRUST FUND	-STATE	7,994-	7,994-			2510 1
=====						

AGENCY ISSUE NARRATIVE:

SCH VIII B-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #41

ISSUE SUMMARY: Division of Retirement - Each agency is required to meet a 5% reduction target. After careful

	COL A90	COL A91	COL A92	
	SCH VIIIIB-1	SCH VIIIIB-1	SCH VIIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: RETIRE BENEFITS ADMIN				72750300
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
CONTRACTED LEGAL SERVICES				33B5120

consideration of the operations of the program, it was determined that the following reduction would have the least impact on the customers we serve. The Division of Retirement is requesting to reduce expenditures on outsourced Legal services in the Special Categories: Contracted Legal Services category by \$7,994.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reduction.

Savings will be achieved by reducing access to outside expertise for managing legal issues.

FISCAL INFORMATION: This issue requests to reduce expenditures on outsourced Legal services in the Special Categories: Contracted Legal Services category by \$7,994.

Operating Trust Fund (2510)
 Special Categories: Contracted Legal Services (103884) (Non-recurring) (7,994) FSI=1
 =====

FIVE PERCENT REDUCTION -				
SALARIES AND BENEFITS				33B5130
SALARIES AND BENEFITS				010000

OPERATING TRUST FUND	-STATE	300,000-	300,000-	2510	1
=====					

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #7

ISSUE SUMMARY: Division of Retirement - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reduction would have the least impact on the customers we serve. The Division of Retirement is requesting to reduce a portion of the available appropriation in the Salaries and Benefits category.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reduction.

COL A90		COL A91		COL A92		CODES
SCH VIII B-1	REDUCTIONS	SCH VIII B-1	NR FY10-11	SCH VIII B-1	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
PGM: RETIRE BENEFITS ADMIN						72750300
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						<u>1601.00.00.00</u>
SCHEDULE VIII B REDUCTIONS -						
OPERATING						33B0000
FIVE PERCENT REDUCTION -						
SALARIES AND BENEFITS						33B5130

The Division requests to reduce that portion of the appropriation no longer needed to pay Salaries & Benefits (including leave payouts) that is available from maintaining a consistent policy of hiring replacement personnel at the minimum for the position.

FISCAL INFORMATION: This issue requests to reduce a portion of the available appropriation in the Salaries and Benefits category.

Operating Trust Fund (2510)
 Salaries and Benefits (010000) (Non-recurring) (300,000) FSI=1
 =====

POSITION DETAIL OF SALARIES AND BENEFITS:

FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A90 - SCH VIII B-1 REDUCTIONS						
CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
OTHER SALARY AMOUNT						
2510 OPERATING TRUST FUND						300,000-

						300,000-
						=====

	COL A90 SCH VIIIB-1 REDUCTIONS	COL A91 SCH VIIIB-1 NR FY10-11	COL A92 SCH VIIIB-1 ANZ FY10-11	
	POS	AMOUNT	POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: RETIRE BENEFITS ADMIN				72750300
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
SALARIES AND BENEFITS				33B5130

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A91 - SCH VIIIB-1 NR FY10-11							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
OTHER SALARY AMOUNT							
2510 OPERATING TRUST FUND							300,000-
							300,000-
							=====

FIVE PERCENT REDUCTION -							
SALARIES AND BENEFITS- CRITICAL							
NEEDS							33B5170
SALARIES AND BENEFITS							010000
OPERATING TRUST FUND	-STATE	236,518-	236,518-				2510 1

AGENCY ISSUE NARRATIVE:

SCH VIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #44

ISSUE SUMMARY: Division of Retirement - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve. The Division of Retirement is requesting a non-recurring reduction of \$236,518 in the Salaries and Benefits category expenditures.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reductions.

Reduce Salaries and Benefits appropriations no longer needed in this fiscal year to accommodate the 5% reduction for this

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: RETIRE BENEFITS ADMIN				72750300
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
SALARIES AND BENEFITS- CRITICAL				
NEEDS				33B5170

fiscal year. This reduction is available from maintaining vacancies for longer time periods than normal. These funds need to remain available in future periods to pay for leave payouts when needed.

FISCAL INFORMATION: This issue requests a non-Recurring reduction of \$236,518 in the Salaries and Benefits category expenditures.

Operating Trust Fund (2510)
 Salaries and Benefits (010000) (Non-recurring) (236,518) FSI=1
 =====

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A90 - SCH VIII B-1 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
OTHER SALARY AMOUNT							
2510 OPERATING TRUST FUND							236,518-

							236,518-
							=====

	COL A90	COL A91	COL A92	
	SCH VIIIIB-1	SCH VIIIIB-1	SCH VIIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: RETIRE BENEFITS ADMIN				72750300
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
SALARIES AND BENEFITS- CRITICAL				
NEEDS				33B5170

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A91 - SCH VIIIIB-1 NR FY10-11							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
OTHER SALARY AMOUNT							
2510 OPERATING TRUST FUND							236,518-
							236,518-
							=====

FIVE PERCENT REDUCTION -							
CONTRACTED SERVICES							33B5200
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
GENERAL REVENUE FUND	-STATE	35,519-	35,519-				1000 1
		=====	=====				

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #2

ISSUE SUMMARY: Division of Retirement - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reduction would have the least impact on the customers we serve. The Division of Retirement is requesting to reduce General Revenue by \$35,519 in the Special Categories: Contracted Services appropriation. The funding allocated for actuarial valuations to determine the liability reporting required under Governmental Accounting Standards Board (GASB) Statements 25 and 27 for general revenue funded pensions is no longer needed.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: RETIRE BENEFITS ADMIN				72750300
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
CONTRACTED SERVICES				33B5200

program gave careful consideration to our operations while developing the proposed reduction.

The Office of the Auditor General determined that General Revenue funded pensions for Florida National Guard retirees, disability retirement of judges or justices ordered by the Supreme Court, public officers under s. 112.05, F.S., and teacher special pensions under s. 238.171, F.S., are not material for accounting purposes in the state's Consolidated Annual Financial Report. Only material liabilities are subject to the reporting requirements of GASB Statements 25 and 27. Therefore, the funding allocated for actuarial valuations to determine the liability reporting required under GASB Statements 25 and 27 for general revenue funded pensions is no longer needed.

FISCAL INFORMATION: This issue requests to reduce General Revenue in Special Categories: Contracted Services by \$35,519.

General Revenue Fund (1000)
 Special Categories: Contracted Services (100777) (Non-recurring) (35,519) FSI=1
 =====

FIVE PERCENT REDUCTION -				
DATA PROCESSING SERVICES				33B5270
DATA PROCESSING SERVICES				210000
SOUTHWOOD SRC				210021

OPERATING TRUST FUND -STATE 21,407- 21,407- 2510 1

AGENCY ISSUE NARRATIVE:
 SCH VIII B-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #21

ISSUE SUMMARY: Division of Retirement - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reduction would have the least impact on the customers we serve. The Division of Retirement is requesting to reduce charges from the Data Processing Services - Southwood Shared Resource Center (SSRC) category by \$21,407.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reduction.

	COL A90	COL A91	COL A92	
	SCH VIIIIB-1	SCH VIIIIB-1	SCH VIIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: RETIRE BENEFITS ADMIN				72750300
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
DATA PROCESSING SERVICES				33B5270

Savings will be achieved through anticipated reduced costs of email and other charges.

FISCAL INFORMATION: This issue requests to reduce charges from the Data Processing Services - Southwood Shared Resource Center (SSRC) category by \$21,407.

Operating Trust Fund (2510)
 Data Processing Services -SSRC (210021) (Non-recurring) (21,407) FSI=1
 =====

FIVE PERCENT REDUCTION -				
OTHER PERSONAL SERVICES				33B5410
OTHER PERSONAL SERVICES				030000

OPERATING TRUST FUND -STATE 301- 301- 2510 1

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #20

ISSUE SUMMARY: Division of Retirement - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reduction would have the least impact on the customers we serve. The Division of Retirement is requesting to reduce State Retirement Commission amounts paid commissioners from the Other Personal Services (OPS) category based on reduced case load and number of days needed for hearings by \$301.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reduction.

Savings will be achieved through improved case management

FISCAL INFORMATION: This issue requests to reduce State Retirement Commission amounts paid commissioners from OPS category based on reduced case load and number of days needed for hearings by \$301.

	COL A90	COL A91	COL A92		
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1		
	REDUCTIONS	NR FY10-11	ANZ FY10-11		
POS	AMOUNT	POS	AMOUNT	POS	
				AMOUNT	
				CODES	
MANAGEMENT SRVCS, DEPT OF					72000000
WORKFORCE PROGRAMS					72750000
PGM: RETIRE BENEFITS ADMIN					72750300
GOV OPERATIONS/SUPPORT					16
GOVERNMENTAL OPERATIONS					1601.00.00.00
SCHEDULE VIIIB REDUCTIONS -					
OPERATING					33B0000
FIVE PERCENT REDUCTION -					
OTHER PERSONAL SERVICES					33B5410

Operating Trust Fund (2510)
 Other Personal Services (030000) (Non-recurring) (301) FSI=1
 ===

FIVE PERCENT REDUCTION -					
OVERTIME					33B5440
SPECIAL CATEGORIES					100000
OVERTIME					102331

OPERATING TRUST FUND -STATE 6,129- 6,129- 2510 1
 =====

AGENCY ISSUE NARRATIVE:
 SCH VIIIB-1 NARR 10-11 NARRATIVE:
 PRIORITY #34

IT COMPONENT? NO

ISSUE SUMMARY: Division of Retirement - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reduction would have the least impact on the customers we serve. The Division of Retirement is requesting to reduce Overtime expenditures by \$6,129.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reduction.

Savings will be achieved by a possible service reduction.

FISCAL INFORMATION: This issue requests to reduce Overtime expenditures by \$6,129.

This issue impacts the "Administer the Florida Retirement System" activity.

Operating Trust Fund (2510)
 Special Categories: Overtime (102331) (Non-recurring) (6,129) FSI=1
 =====

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
WORKFORCE PROGRAMS				72750000
PGM: RETIRE BENEFITS ADMIN				72750300
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				<u>1601.00.00.00</u>
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
CONTRACTED SERVICES - ACTUARIAL				33B5470
EXPENDITURES				040000
EXPENSES				
OPERATING TRUST FUND	-STATE	190,860-	190,860-	2510 1
		=====	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIII B-1 NARR 10-11 NARRATIVE:
 PRIORITY #43

IT COMPONENT? NO

ISSUE SUMMARY: Division of Retirement - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reduction would have the least impact on the customers we serve. The Division of Retirement is requesting to reduce actuarial expenditures in the Special Categories: Contracted Services category by \$190,860.

PROBLEM AND SOLUTION STATEMENT: To minimize the impact to our customers while still meeting the target 5% reduction, the program gave careful consideration to our operations while developing the proposed reduction.

The requested reduction eliminates funding for most Florida Retirement System actuarial special studies. Each special study above the available allotment for Fiscal Year 2010-11 will require Legislative funding authorization when requested.

FISCAL INFORMATION: This issue requests to reduce actuarial expenditures in the Special Categories: Contracted Services category by \$190,860.

Operating Trust Fund (2510)
 Expenses (040000) (Non-recurring) (190,860) FSI=1
 =====

TOTAL: GOVERNMENTAL OPERATIONS				<u>1601.00.00.00</u>
BY FUND TYPE				
GENERAL REVENUE FUND	35,519-	35,519-		1000
TRUST FUNDS	930,893-	930,893-		2000
	-----	-----		
TOTAL PROG COMP.....	966,412-	966,412-		
	=====	=====		

	COL A90 SCH VIII B-1 REDUCTIONS	COL A91 SCH VIII B-1 NR FY10-11	COL A92 SCH VIII B-1 ANZ FY10-11	CODES
	POS AMOUNT	POS AMOUNT	POS AMOUNT	
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: TECHNOLOGY PROGRAM				72900000
TELECOMMUNICATIONS SVCS				72900100
GOV OPERATIONS/SUPPORT				16
INFORMATION TECHNOLOGY				1603.00.00.00
SCHEDULE VIII B REDUCTIONS - OPERATING				33B0000
FIVE PERCENT REDUCTION - EXPENSES, CONTRACTED SERVICES, AND DATA PROCESSING SERVICES EXPENSES				33B5070 040000
COMMUNICATIONS WKG CAP TF -STATE	106,191-	106,191-		2105 1
WIRELESS COMM E911 TF -STATE	106,191-	106,191-		2344 1
TOTAL APPRO.....	212,382-	212,382-		
SPECIAL CATEGORIES				100000
CONTRACTED SERVICES				100777
COMMUNICATIONS WKG CAP TF -STATE	10,905-	10,905-		2105 1
DATA PROCESSING SERVICES				210000
SOUTHWOOD SRC				210021
COMMUNICATIONS WKG CAP TF -STATE	250,000-	250,000-		2105 1
TOTAL: FIVE PERCENT REDUCTION - EXPENSES, CONTRACTED SERVICES, AND DATA PROCESSING SERVICES				33B5070
TOTAL ISSUE.....	473,287-	473,287-		

AGENCY ISSUE NARRATIVE:

SCH VIII B-1 NARR 10-11 NARRATIVE:
 PRIORITY #40

IT COMPONENT? NO

ISSUE SUMMARY: Telecommunications Services - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve.

This issue requests a reduction in the Communications Working Capital Trust Fund in the Special Categories: Contracted Services category (\$10,905), a reduction in the Communications Working Capital Trust Fund in the Data Processing Services-SSRC category (\$250,000) and a reduction in the Communications Working Capital Trust Fund (\$106,191) and Emergency Communications Number E911 System Fund (\$106,191) in the Expenses category.

COL A90		COL A91		COL A92		CODES
SCH VIII B-1		SCH VIII B-1		SCH VIII B-1		
REDUCTIONS		NR FY10-11		ANZ FY10-11		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: TECHNOLOGY PROGRAM						72900000
TELECOMMUNICATIONS SVCS						72900100
GOV OPERATIONS/SUPPORT						16
INFORMATION TECHNOLOGY						1603.00.00.00
SCHEDULE VIII B REDUCTIONS -						
OPERATING						33B0000
FIVE PERCENT REDUCTION -						
EXPENSES, CONTRACTED SERVICES, AND						
DATA PROCESSING SERVICES						33B5070

PROBLEM AND SOLUTION STATEMENT: The funds in the Special Categories: Contracted Services category is used to pay Gartner. The contract with Gartner enables the division director to research pertinent telecommunications issues. This aids in decision making when developing services. If this reduction is accepted, the division director will have to find another way to obtain this type of information. This reduction would result in the loss of expert advice in the development of services and strategies that the Division of Telecommunications currently receives.

The data processing funds are used to pay the Southwood Shared Resource Center (SSRC) for data processing services associated with SUNCOM Services. This reduction is possible to the SSRC's rate reductions. However, if rates increase or if SUNCOM utilization increases, this authority will be required.

The reduction in the Expenses category would be achieved by further restricting travel and training along with restricting technology refresh purchases. Travel is mission critical in support of some SUNCOM services such as the Telecommunications Infrastructure Projects Services (TIPS). This service requires that the engineer travel to the worksite in order to inspect work being done by the vendor. The Division of Telecommunications obligations under Section 282.703 Florida Statutes to provide a comprehensive and diverse telecommunications enterprise network to state and local governments, known as SUNCOM could be impaired with the elimination of funds for mission critical travel, training and technology refresh. The Division was recently awarded a Federal grant that will require some matching funds from the Expenses category. A reduction to this category could impair our ability to meet that match.

FISCAL INFORMATION: This issue requests the non-recurring reduction in the Communications Working Capital Trust Fund in the Special Categories: Contracted Services category (\$10,905), the reduction in the Communications Working Capital Trust Fund in the Data Processing Services-SSRC category (\$250,000) and the reduction in the Communications Working Capital Trust Fund (\$106,191) and Emergency Communications Number E911 System Fund (\$106,191) in the Expenses category. The state has accepted federal grant funds that restrict the use of 911 funds. Use of the Emergency Communications Number E911 System Fund for other purposes may result in forfeiture of the federal grant funds.

Communications Working Capital Trust Fund (2105)	
Expenses (040000) (Non-recurring)	(106,191)
Special Categories: Contracted Services (100777) (Non-recurring)	(10,905)
Data Processing Services-SSRC (210021) (Non-recurring)	(250,000)
Emergency Communications Number E911 System Fund (2344)	
Expenses (040000) (Non-recurring)	(106,191)

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: TECHNOLOGY PROGRAM				72900000
TELECOMMUNICATIONS SVCS				72900100
GOV OPERATIONS/SUPPORT				16
INFORMATION TECHNOLOGY				1603.00.00.00
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES, CONTRACTED SERVICES, AND				
DATA PROCESSING SERVICES				33B5070
Communications Working Capital Trust Fund (2105)			(367,096)	
Emergency Communications Number E911 System Fund (2344)			(106,191)	
Total Issue			(473,287)	FSI=1

FIVE PERCENT REDUCTION -				
EXPENSES - 911 BOARD MEETINGS				33B5520
EXPENSES				040000
LAW ENFORCEMENT RADIO TF -STATE	40,000-	40,000-		2432 1

AGENCY ISSUE NARRATIVE:
 SCH VIII B-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #48

ISSUE SUMMARY: Telecommunications Services - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve.

This issue requests a reduction in the amount of \$40,000 in the Emergency Communications Number E911 System Fund Expenses category. Currently, there are nine E911 Board members and 4 Division of Telecommunications staff members who travel monthly to attend Board Meetings. Board meetings are advertised in the Florida Administrative Weekly and are open to the public. This means that sometimes there maybe 30 to 40 participants. This issue proposes that the Board meet face to face quarterly instead of monthly. All other meetings would be conducted through teleconference.

PROBLEM AND SOLUTION STATEMENT: It is required by Florida Statute for the Board to meet monthly in the most efficient and most cost effective manner. This can include telephonically when practical. If this reduction is accepted, the E911 Board would meet through Teleconference monthly and attend face to face meetings quarterly. Teleconference meetings may create difficulties for the E911 Board members setting aside uninterrupted "in-office" time for the two consecutive day meetings. These teleconference type meetings will reduce the oversight and attention to detail provided by the Board.

FISCAL INFORMATION: This issue requests a reduction in trust fund authority of \$40,000 in the Expenses category. The

	COL A90	COL A91	COL A92	
	SCH VIIIIB-1	SCH VIIIIB-1	SCH VIIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: TECHNOLOGY PROGRAM				72900000
TELECOMMUNICATIONS SVCS				72900100
GOV OPERATIONS/SUPPORT				16
INFORMATION TECHNOLOGY				1603.00.00.00
SCHEDULE VIIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES - 911 BOARD MEETINGS				33B5520

state has accepted federal grant funds that restrict the use of 911 funds. Use of the Emergency Communications Number E911 System Fund for other purposes may result in forfeiture of the federal grant funds.

Emergency Communications Number E911 System Fund (2344)
 Expenses (040000) (Non-recurring) (40,000) FSI=1

FIVE PERCENT REDUCTION -				
EXPENSES - RENT				33B5530
EXPENSES				040000
COMMUNICATIONS WKG CAP TF -STATE	4,295-	4,295-		2105 1
	=====	=====	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #49

ISSUE SUMMARY: Telecommunications Services - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve.

This issue requests a reduction of \$4,295 in the Expenses category. These funds are currently used to pay for office space for field staff located in the Orlando area.

PROBLEM AND SOLUTION STATEMENT: The Communications Working Capital Trust Fund (CWCTF) funded one Telecommunications Systems Consultant in the Orlando area. This staff was housed in a state facility. When the position became vacant, it was moved to another area of the state to provide coverage in the Sarasota area. The new employee is currently working from their home; therefore, rent is not required for this position.

FISCAL INFORMATION: This issue requests a reduction in trust fund authority of \$4,295 in the Expenses category.

Communications Working Capital Trust Fund (2105)

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
	POS	AMOUNT	POS	AMOUNT
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: TECHNOLOGY PROGRAM				72900000
TELECOMMUNICATIONS SVCS				72900100
GOV OPERATIONS/SUPPORT				16
INFORMATION TECHNOLOGY				<u>1603.00.00.00</u>
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES - RENT				33B5530
Expenses (040000) (Non-recurring)			(4,295)	FSI=1
			=====	

TOTAL: INFORMATION TECHNOLOGY				<u>1603.00.00.00</u>
BY FUND TYPE				
TRUST FUNDS.....	517,582-	517,582-		2000
	=====	=====	=====	

	COL A90	COL A91	COL A92	
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: TECHNOLOGY PROGRAM				72900000
WIRELESS SERVICES				72900200
GOV OPERATIONS/SUPPORT				16
INFORMATION TECHNOLOGY				1603.00.00.00
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
CONTRACTED SERVICES				33B5200
SPECIAL CATEGORIES				100000
CONTRACTED SERVICES				100777
LAW ENFORCEMENT RADIO TF -STATE	106,764-	106,764-		2432 1

AGENCY ISSUE NARRATIVE:
 SCH VIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #47

ISSUE SUMMARY: Wireless Services - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve.

This issue requests a reduction of \$106,764 in Special Categories: Contracted Services category. These funds are currently used to pay for enhancements to the statewide law enforcement radio system.

PROBLEM AND SOLUTION STATEMENT: Chapter 318.18(17), Florida Statutes imposes a \$3.00 surcharge on all traffic and criminal traffic violations. This \$3.00 surcharge is used to pay for the SLERS enhancements as identified by the Joint Task Force (State Law Enforcement Agencies). The annual appropriation is \$3,000,000. Reduction of \$106,764 will indefinitely postpone the completion date for a project to improve queuing and portable radio coverage in the Okaloosa-Walton County area. There are still large areas of the state with no portable (handheld) radio coverage and a few areas without mobile (vehicle) radio coverage.

FISCAL INFORMATION: This issue requests a non-recurring reduction in trust fund authority of \$106,764 in the Special Categories: Contracted Services category.

Statewide Law Enforcement Radio Systems Trust Fund (2432)
 Special Categories: Contracted Services (100777) (Non-recurring) (106,764) FSI=1

	COL A90 SCH VIII B-1 REDUCTIONS	COL A91 SCH VIII B-1 NR FY10-11	COL A92 SCH VIII B-1 ANZ FY10-11	CODES
POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: TECHNOLOGY PROGRAM				72900000
WIRELESS SERVICES				72900200
GOV OPERATIONS/SUPPORT				16
INFORMATION TECHNOLOGY				1603.00.00.00
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
OTHER PERSONAL SERVICES, EXPENSES,				33B5610
CONTRACTED LEGAL SERVICES				030000
OTHER PERSONAL SERVICES				
LAW ENFORCEMENT RADIO TF -STATE	12,827-	12,827-		2432 1
EXPENSES				040000
LAW ENFORCEMENT RADIO TF -STATE	85,000-	85,000-		2432 1
SPECIAL CATEGORIES				100000
CONTRACTED LEGAL SERVICES				103884
LAW ENFORCEMENT RADIO TF -STATE	20,000-	20,000-		2432 1
TOTAL: FIVE PERCENT REDUCTION -				33B5610
OTHER PERSONAL SERVICES, EXPENSES,				
CONTRACTED LEGAL SERVICES				
TOTAL ISSUE.....	117,827-	117,827-		

AGENCY ISSUE NARRATIVE:
 SCH VIII B-1 NARR 10-11 NARRATIVE:
 PRIORITY #46

IT COMPONENT? NO

ISSUE SUMMARY: Wireless Services - Each agency is required to meet a 5% reduction target. After careful consideration of the operations of the program, it was determined that the following reductions would have the least impact on the customers we serve. This issue requests the reduction of \$20,000 in the Special Categories: Contracted Legal Services category, \$85,000 in the Expenses category and \$12,827 in the Other Personal Services (OPS) category.

PROBLEM AND SOLUTION STATEMENT: The Bureau of Public Safety contracts with outside legal counsel with communications and engineering expertise to represent the State before the Federal Communications Commission (FCC) on the issue of offset frequency protection for SLERS. The reduction of \$20,000 in the Special Categories: Contracted Legal Services category would result in the state working with Harris Corporation to resolve issues with the Federal Communications Commission (FCC). The department could assign this function to inside legal counsel with a negligible impact to the Statewide Law Enforcement Radio System (SLERS).

	COL A90	COL A91	COL A92	
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: TECHNOLOGY PROGRAM				72900000
WIRELESS SERVICES				72900200
GOV OPERATIONS/SUPPORT				16
INFORMATION TECHNOLOGY				<u>1603.00.00.00</u>
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
OTHER PERSONAL SERVICES, EXPENSES,				
CONTRACTED LEGAL SERVICES				33B5610

A reduction of \$85,000 in the Expenses category would be achieved by further restricting travel, training and computer refresh for the employees in the Public Safety Bureau. This reduction would impact the ability to respond to unanticipated needs of our customers.

The Bureau of Public Safety uses their OPS funding to bring in administrative staff when needed to accomplish administrative duties now being done by engineers. This reduction would increase the time that engineers spend on doing administrative work such as records request and filing.

These reductions could add additional burden on the engineers in the Public Safety Bureau. This will delay our response time to customers' requests for engineering and technical assistance on public safety communications issues.

FISCAL INFORMATION: This issue requests a non-recurring reduction in the Statewide Law Enforcement Radio Systems Trust Fund of \$20,000 in the Special Categories: Contracted Legal Services category, \$85,000 in the Expenses category and \$12,827 in the OPS category.

Statewide Law Enforcement Radio Systems Trust Fund (2432)				
Other Personal Services (030000) (Non-recurring)				(12,827)
Expenses (040000) (Non-recurring)				(85,000)
Special Categories: Contracted Legal Services (103884) (Non-recurring)				(20,000)

Total Issue				(117,827) FSI=1
				=====

TOTAL: INFORMATION TECHNOLOGY				<u>1603.00.00.00</u>
BY FUND TYPE				
TRUST FUNDS.....	224,591-	224,591-		2000
	=====	=====		

	COL A90 SCH VIIIIB-1 REDUCTIONS	COL A91 SCH VIIIIB-1 NR FY10-11	COL A92 SCH VIIIIB-1 ANZ FY10-11	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: PERC				72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>				72920100
<u>ECONOMIC OPPORTUNITIES</u>				11
<u>WORKFORCE SERVICES</u>				<u>1102.00.00.00</u>
SCHEDULE VIIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES - NONRECURRING				33B5020
EXPENSES				040000
PERC TRUST FUND	-STATE	7,615-	7,615-	2558 1

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-1 NARR 10-11 NARRATIVE:
 PRIORITY# 60

IT COMPONENT? NO

OVERVIEW OF AGENCY: The Public Employees Relations Commission (PERC) is a small, independent, quasi-judicial agency which adjudicates public sector labor and employment disputes, registers labor organizations (unions), and conducts secret ballot elections throughout Florida for state and local government employees voting for or against establishing or maintaining union representation. PERC provides two constitutionally required functions and other statutorily mandated functions, with an exceptional performance record.

PERC was originally staffed with 42 full-time equivalents (FTEs) with a single jurisdiction of labor disputes and its funding was predominantly General Revenue (98%). PERC currently has 28 FTEs due to successive budget cuts (one third reduction in staff), 6 additional employment law jurisdictions, and its funding is currently split 46% from General Revenue and 54% from the PERC Trust Fund. In the last four years alone, PERC's staff has been reduced 20% while its caseload has increased 39%.

PERC HISTORICAL FUNDING: The primary source of PERC's funding is the PERC Trust Fund, which is funded through a 0.1% distribution from the Local Government Half-cent Sales Tax Clearing Trust Fund, less a \$5,000 deduction each month for a program unrelated to PERC. Prior to the creation of the Trust Fund, PERC was funded exclusively by General Revenue. At the outset of the Trust Fund in Fiscal Year 2004-05, PERC's appropriation was approximately \$1.8 million in General Revenue and \$1.5 million in Trust. Over time, legislative reductions to General Revenue have shifted more of the burden to the Trust Fund to meet PERC's legislative appropriation. This fiscal year, PERC's recurring appropriation is approximately \$1.4 million in General Revenue and \$1.7 million in Trust.

The Trust Fund has been insufficient to meet PERC's legislative appropriation since its creation, with the exception of Fiscal Year 2005-06. The significant decline in sales tax collections in the last two years has reduced the cash balance in the Trust Fund to a critical level. During the 2010 legislative session, PERC was allocated a one-time cash infusion of \$400,000 in General Revenue to compensate for the trust shortfall.

Unlike other agencies, PERC only has one "program." The agency has absorbed past budget reductions and shortfalls from the change in PERC's funding structure by reorganizing staff, consolidating positions and leased space, cutting non-essential travel and significantly reducing administrative overhead.

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: PERC				72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>				72920100
<u>ECONOMIC OPPORTUNITIES</u>				11
<u>WORKFORCE SERVICES</u>				<u>1102.00.00.00</u>
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES - NONRECURRING				33B5020

Projections from the Revenue Estimating Conference as of August 12, 2010, indicate that while sales tax receipts will improve gradually over the next several years, they are not anticipated to meet PERC's current legislative appropriation at any time through its 2012-13 projections. Absent a modification in its funding structure, PERC will be forced to make a significant reduction in staff over and above any legislatively imposed reductions related to this exercise.

In General Revenue, 92% of PERC's budget is allocated for Salaries & Benefits; 2% for Contracted Services; 2% for Expense, OPS and OCO collectively; and 4% for non-discretionary spending.

In the PERC Trust Fund, over 70% of PERC's budget is allocated for Salaries & Benefits; 21% to Expenses (the largest portion of which (58%) is rent to DMS for a state-owned facility); 4% to Other Personal Services; 3% for non-discretionary spending; 2% for Contracted Services (primarily used for equipment and case management system maintenance and modifications) and less than 1% for Other Capital Outlay.

ISSUE SUMMARY: Each agency is required to meet a 5% reduction. The Commission proposes to reduce discretionary spending in the Expenses category by \$7,615.

PROBLEM STATEMENT: With consideration of the facts stated above and in the spirit of fiscal responsibility in the face of potential revenue shortfalls the Commission offers the following reduction for consideration. All proposals were developed based on operational needs and to minimize adverse impact on the Commission and those served by the program.

PROGRAM IMPACT: Moderate Impact. The reduction in Expenses will be achieved by implementation of a space consolidation plan and reduction of leased space. The projected savings gained by the leased space reduction for this fiscal year were intended to fund pending renovation projects necessary to complete the consolidation plan. The most critical of these projects is to convert existing space (one large conference/oral argument room) into two smaller hearing rooms. Additional hearing room space is required due to a 39% increase in case filings. Failure to have adequate access to hearing space may lead to the inability to schedule and conduct hearings within legislatively imposed performance based budgeting time guidelines. It is important to note that rent costs represent 58% of the expenditures in the Expenses category.

FISCAL INFORMATION: Reduce appropriation in Expenses by \$7,615.

PERC Trust Fund (2558)
 Expenses (040000) (Non-recurring) (7,615) FSI=1
 =====

	COL A90 SCH VIII B-1 REDUCTIONS	COL A91 SCH VIII B-1 NR FY10-11	COL A92 SCH VIII B-1 ANZ FY10-11	CODES
POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: PERC				72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>				72920100
<u>ECONOMIC OPPORTUNITIES</u>				11
<u>WORKFORCE SERVICES</u>				<u>1102.00.00.00</u>
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
OTHER PERSONAL SERVICES AND				
OPERATING CAPITAL OUTLAY				33B5090
OTHER PERSONAL SERVICES				030000
PERC TRUST FUND -STATE	32,628-	32,628-		2558 1
OPERATING CAPITAL OUTLAY				060000
PERC TRUST FUND -STATE	721-	721-		2558 1
TOTAL: FIVE PERCENT REDUCTION -				33B5090
OTHER PERSONAL SERVICES AND				
OPERATING CAPITAL OUTLAY				
TOTAL ISSUE.....	33,349-	33,349-		

AGENCY ISSUE NARRATIVE:

SCH VIII B-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY# 61

OVERVIEW OF AGENCY: The Public Employees Relations Commission (PERC) is a small, independent, quasi-judicial agency which adjudicates public sector labor and employment disputes, registers labor organizations (unions), and conducts secret ballot elections throughout Florida for state and local government employees voting for or against establishing or maintaining union representation. PERC provides two constitutionally required functions and other statutorily mandated functions, with an exceptional performance record.

PERC was originally staffed with 42 full-time equivalents (FTEs) with a single jurisdiction of labor disputes and its funding was predominantly General Revenue (98%). PERC currently has 28 FTEs due to successive budget cuts (one third reduction in staff), 6 additional employment law jurisdictions, and its funding is currently split 46% from General Revenue and 54% from the PERC Trust Fund. In the last four years alone, PERC's staff has been reduced 20% while its caseload has increased 39%.

PERC HISTORICAL FUNDING: The primary source of PERC's funding is the PERC Trust Fund, which is funded through a 0.1% distribution from the Local Government Half-cent Sales Tax Clearing Trust Fund, less a \$5,000 deduction each month for a program unrelated to PERC. Prior to the creation of the Trust Fund, PERC was funded exclusively by General Revenue. At the outset of the Trust Fund in Fiscal Year 2004-05, PERC's appropriation was approximately \$1.8 million in General Revenue and \$1.5 million in Trust. Over time, legislative reductions to General Revenue have shifted more of the burden to the Trust Fund to meet PERC's legislative appropriation. This fiscal year, PERC's recurring appropriation is

	COL A90	COL A91	COL A92	
	SCH VIIIIB-1	SCH VIIIIB-1	SCH VIIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: PERC				72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>				72920100
<u>ECONOMIC OPPORTUNITIES</u>				11
<u>WORKFORCE SERVICES</u>				<u>1102.00.00.00</u>
SCHEDULE VIIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
OTHER PERSONAL SERVICES AND				
OPERATING CAPITAL OUTLAY				33B5090

approximately \$1.4 million in General Revenue and \$1.7 million in Trust.

The Trust Fund has been insufficient to meet PERC's legislative appropriation since its creation, with the exception of Fiscal Year 2005-06. The significant decline in sales tax collections in the last two years has reduced the cash balance in the Trust Fund to a critical level. During the 2010 legislative session, PERC was allocated a one-time cash infusion of \$400,000 in General Revenue to compensate for the trust shortfall.

Unlike other agencies, PERC only has one "program." The agency has absorbed past budget reductions and shortfalls from the change in PERC's funding structure by reorganizing staff, consolidating positions and leased space, cutting non-essential travel and significantly reducing administrative overhead.

Projections from the Revenue Estimating Conference as of August 12, 2010, indicate that while sales tax receipts will improve gradually over the next several years, they are not anticipated to meet PERC's current legislative appropriation at any time through its 2012-13 projections. Absent a modification in its funding structure, PERC will be forced to make a significant reduction in staff over and above any legislatively imposed reductions related to this exercise.

In General Revenue, 92% of PERC's budget is allocated for Salaries & Benefits; 2% for Contracted Services; 2% for Expense, OPS and OCO collectively; and 4% for non-discretionary spending.

In the PERC Trust Fund, over 70% of PERC's budget is allocated for Salaries & Benefits; 21% to Expenses (the largest portion of which (58%) is rent to DMS for a state-owned facility); 4% to Other Personal Services; 3% for non-discretionary spending; 2% for Contracted Services (primarily used for equipment and case management system maintenance and modifications) and less than 1% for Other Capital Outlay.

ISSUE SUMMARY: Each agency is required to meet a 5% reduction. The Commission proposes to reduce discretionary spending in Other Personal Services (OPS) and Operating Capital Outlay (OCO).

PROBLEM STATEMENT: With consideration of the facts stated above and in the spirit of fiscal responsibility in the face of potential revenue shortfalls the Commission offers the following reduction for consideration. All proposals were developed based on operational needs and to minimize adverse impact on the Commission and those served by the program.

PROGRAM IMPACT: Significant Impact. Given the agency's lean staffing, OPS support is necessary to assist with clerical and administrative support during peak work times. For example, the Commission received a public records request from a publisher requesting thousands of documents from Commission cases that spanned a period in excess of ten years. That request has required the services of a full-time employee for in excess of a year and the project is still ongoing. In addition, temporary services are required to support information technology initiatives and to staff multi-site statewide elections. The size and duration of elections are determined by factors such as the number and type of eligible voters,

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: PERC				72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>				72920100
<u>ECONOMIC OPPORTUNITIES</u>				11
<u>WORKFORCE SERVICES</u>				<u>1102.00.00.00</u>
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
OTHER PERSONAL SERVICES AND				
OPERATING CAPITAL OUTLAY				33B5090

geographical dispersion, complexity and various other considerations. Failure to provide necessary temporary staffing may compromise the agency's ability to perform a constitutionally required function and delay implementation of initiatives that would create operational efficiencies and improve services. Operating Capital Outlay funds are required to replace aging equipment for agency operations. Due to funding challenges the Commission purchases all equipment outright and has already expanded the lifetime of all IT equipment beyond suggested standards and as such is very vulnerable to equipment failure and replacement requirements. The base appropriation for OCO is \$5,721 therefore; any reduction to this category is significant and will adversely affect operations.

FISCAL INFORMATION: Reduce appropriations in Other Personal Services by \$32,628 or (61%) and in Operating Capital Outlay by \$721 or (13%).

PERC Trust Fund (2558)		
Other Personal Services (030000) (Non-recurring)	(32,628)	
Operating Capital Outlay (060000) (non-recurring)	(721)	

Total Issue	(33,349)	FSI=1
	=====	

FIVE PERCENT REDUCTION -				
OTHER PERSONAL SERVICES, EXPENSES				33B5100
AND OPERATING CAPITAL OUTLAY				030000
OTHER PERSONAL SERVICES				
GENERAL REVENUE FUND	-STATE	9,277-	9,277-	1000 1
		=====	=====	
EXPENSES				040000
GENERAL REVENUE FUND	-STATE	3,445-	3,445-	1000 1
		=====	=====	

	COL A90	COL A91	COL A92	
	SCH VIIIIB-1	SCH VIIIIB-1	SCH VIIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: PERC				72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>				72920100
<u>ECONOMIC OPPORTUNITIES</u>				11
<u>WORKFORCE SERVICES</u>				<u>1102.00.00.00</u>
SCHEDULE VIIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
OTHER PERSONAL SERVICES, EXPENSES				33B5100
AND OPERATING CAPITAL OUTLAY				060000
OPERATING CAPITAL OUTLAY				
GENERAL REVENUE FUND -STATE	2,399-	2,399-		1000 1
TOTAL: FIVE PERCENT REDUCTION -				33B5100
OTHER PERSONAL SERVICES, EXPENSES				
AND OPERATING CAPITAL OUTLAY				
TOTAL ISSUE.....	15,121-	15,121-		

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY# 62

OVERVIEW OF AGENCY: The Public Employees Relations Commission (PERC) is a small, independent, quasi-judicial agency which adjudicates public sector labor and employment disputes, registers labor organizations (unions), and conducts secret ballot elections throughout Florida for state and local government employees voting for or against establishing or maintaining union representation. PERC provides two constitutionally required functions and other statutorily mandated functions, with an exceptional performance record.

PERC was originally staffed with 42 full-time equivalents (FTEs) with a single jurisdiction of labor disputes and its funding was predominantly General Revenue (98%). PERC currently has 28 FTEs due to successive budget cuts (one third reduction in staff), 6 additional employment law jurisdictions, and its funding is currently split 46% from General Revenue and 54% from the PERC Trust Fund. In the last four years alone, PERC's staff has been reduced 20% while its caseload has increased 39%.

PERC HISTORICAL FUNDING: The primary source of PERC's funding is the PERC Trust Fund, which is funded through a 0.1% distribution from the Local Government Half-cent Sales Tax Clearing Trust Fund, less a \$5,000 deduction each month for a program unrelated to PERC. Prior to the creation of the Trust Fund, PERC was funded exclusively by General Revenue. At the outset of the Trust Fund in Fiscal Year 2004-05, PERC's appropriation was approximately \$1.8 million in General Revenue and \$1.5 million in Trust. Over time, legislative reductions to General Revenue have shifted more of the burden to the Trust Fund to meet PERC's legislative appropriation. This fiscal year, PERC's recurring appropriation is approximately \$1.4 million in General Revenue and \$1.7 million in Trust.

The Trust Fund has been insufficient to meet PERC's legislative appropriation since its creation, with the exception of Fiscal Year 2005-06. The significant decline in sales tax collections in the last two years has reduced the cash balance in the Trust Fund to a critical level. During the 2010 legislative session, PERC was allocated a one-time cash infusion

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: PERC				72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>				72920100
<u>ECONOMIC OPPORTUNITIES</u>				11
<u>WORKFORCE SERVICES</u>				<u>1102.00.00.00</u>
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
OTHER PERSONAL SERVICES, EXPENSES				
AND OPERATING CAPITAL OUTLAY				33B5100

of \$400,000 in General Revenue to compensate for the trust shortfall.

Unlike other agencies, PERC only has one "program." The agency has absorbed past budget reductions and shortfalls from the change in PERC's funding structure by reorganizing staff, consolidating positions and leased space, cutting non-essential travel and significantly reducing administrative overhead.

Projections from the Revenue Estimating Conference as of August 12, 2010, indicate that while sales tax receipts will improve gradually over the next several years, they are not anticipated to meet PERC's current legislative appropriation at any time through its 2012-13 projections. Absent a modification in its funding structure, PERC will be forced to make a significant reduction in staff over and above any legislatively imposed reductions related to this exercise.

In General Revenue, 92% of PERC's budget is allocated for Salaries & Benefits; 2% for Contracted Services; 2% for Expense, OPS and OCO collectively; and 4% for non-discretionary spending.

In the PERC Trust Fund, over 70% of PERC's budget is allocated for Salaries & Benefits; 21% to Expenses (the largest portion of which (58%) is rent to DMS for a state-owned facility); 4% to Other Personal Services; 3% for non-discretionary spending; 2% for Contracted Services (primarily used for equipment and case management system maintenance and modifications) and less than 1% for Other Capital Outlay.

ISSUE SUMMARY: Each agency is required to meet a 5% reduction. The Commission proposes to reduce discretionary spending in the Expenses, Other Personal Services and Operating Capital Outlay categories.

PROBLEM STATEMENT: With consideration of the facts stated above and in the spirit of fiscal responsibility in the face of potential revenue shortfalls the Commission offers the following reduction for consideration. All proposals were developed based on operational needs and to minimize adverse impact on the Commission and those served by the program.

PROGRAM IMPACT: Significant Impact. The reduction in Expenses will be achieved by eliminating the expenditure for professional dues (Florida Bar) for attorney members of the Commission and continued restrictions on expenditures for travel and office supplies. However, based on the increase in caseload (39%) it is likely that additional funds will be required for costs associated with mission critical travel and telecommunication costs associated with the conduct of telephonic or video hearings. The base appropriation for Expenses is \$27,587 therefore; any reduction to this category is significant and will adversely affect operations. Given the agency's lean staffing, Other Personal Services (OPS) support is necessary to assist with clerical and administrative support during peak work times. For example, the Commission received a public records request from a publisher requesting thousands of documents from Commission cases that spanned a period in excess of ten years. That request has required the services of a full-time employee in excess of a year and the project is ongoing. In addition, temporary services are required to support information technology initiatives and to staff multi-site statewide elections. The size and duration of elections are determined by factors

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: PERC				72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>				72920100
<u>ECONOMIC OPPORTUNITIES</u>				11
<u>WORKFORCE SERVICES</u>				<u>1102.00.00.00</u>
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
OTHER PERSONAL SERVICES, EXPENSES				
AND OPERATING CAPITAL OUTLAY				33B5100

such as the number and type of eligible voters, geographical dispersion, complexity and various other considerations. Failure to provide necessary temporary staffing may compromise the agency's ability to perform a constitutionally required function and delay implementation of initiatives that would create operational efficiencies and improve services. Operating Capital Outlay (OCO) funds are required to replace aging equipment for agency operations. Due to funding challenges the Commission purchases all equipment outright and has already expanded the lifetime of all Information Technology equipment beyond suggested standards and as such is very vulnerable to equipment failure and replacement requirements. The base appropriation for OCO is \$7,399 therefore; any reduction to this category is significant and will adversely affect operations.

FISCAL INFORMATION: Reduce appropriations in Expenses by \$3,445 or (12%), Other Personal Services by \$9,277 or (100%) and Operating Capital Outlay by \$2,399 or (32%).

General Revenue (1000)			
Other Personal Services (030000) (Non-recurring)			(9,277)
Expenses (040000) (Non-recurring)			(3,445)
Operating Capital Outlay (060000) (Non-recurring)			(2,399)

Total Issue			(15,121) FSI=1
			=====

FIVE PERCENT REDUCTION -				
ADMINISTRATIVE OVERHEAD				33B5110
SPECIAL CATEGORIES				100000
ADMINISTRATIVE OVERHEAD				105002

GENERAL REVENUE FUND	-STATE	6,968-	6,968-	1000 1
		=====	=====	=====

AGENCY ISSUE NARRATIVE:
 SCH VIII B-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #58

OVERVIEW OF AGENCY: The Public Employees Relations Commission (PERC) is a small, independent, quasi-judicial agency

COL A90		COL A91		COL A92		CODES
SCH VIIIIB-1		SCH VIIIIB-1		SCH VIIIIB-1		
REDUCTIONS		NR FY10-11		ANZ FY10-11		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: PERC						72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>						72920100
<u>ECONOMIC OPPORTUNITIES</u>						11
<u>WORKFORCE SERVICES</u>						<u>1102.00.00.00</u>
SCHEDULE VIIIIB REDUCTIONS -						
OPERATING						33B0000
FIVE PERCENT REDUCTION -						
ADMINISTRATIVE OVERHEAD						33B5110

which adjudicates public sector labor and employment disputes, registers labor organizations (unions), and conducts secret ballot elections throughout Florida for state and local government employees voting for or against establishing or maintaining union representation. PERC provides two constitutionally required functions and other statutorily mandated functions, with an exceptional performance record.

PERC was originally staffed with 42 full-time equivalents (FTEs) with a single jurisdiction of labor disputes and its funding was predominantly General Revenue (98%). PERC currently has 28 FTEs due to successive budget cuts (one third reduction in staff), 6 additional employment law jurisdictions, and its funding is currently split 46% from General Revenue and 54% from the PERC Trust Fund. In the last four years alone, PERC's staff has been reduced 20% while its caseload has increased 39%.

PERC HISTORICAL FUNDING: The primary source of PERC's funding is the PERC Trust Fund, which is funded through a 0.1% distribution from the Local Government Half-cent Sales Tax Clearing Trust Fund, less a \$5,000 deduction each month for a program unrelated to PERC. Prior to the creation of the Trust Fund, PERC was funded exclusively by General Revenue. At the outset of the Trust Fund in Fiscal Year 2004-05, PERC's appropriation was approximately \$1.8 million in General Revenue and \$1.5 million in Trust. Over time, legislative reductions to General Revenue have shifted more of the burden to the Trust Fund to meet PERC's legislative appropriation. This fiscal year, PERC's recurring appropriation is approximately \$1.4 million in General Revenue and \$1.7 million in Trust.

The Trust Fund has been insufficient to meet PERC's legislative appropriation since its creation, with the exception of Fiscal Year 2005-06. The significant decline in sales tax collections in the last two years has reduced the cash balance in the Trust Fund to a critical level. During the 2010 legislative session, PERC was allocated a one-time cash infusion of \$400,000 in General Revenue to compensate for the trust shortfall.

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In the PERC Trust Fund, over 70% of PERC's budget is allocated for Salaries & Benefits; 21% to Expenses (the largest portion of which (58%) is rent to DMS for a state-owned facility); 4% to Other Personal Services; 3% for

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: PERC				72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>				72920100
<u>ECONOMIC OPPORTUNITIES</u>				11
<u>WORKFORCE SERVICES</u>				<u>1102.00.00.00</u>
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
ADMINISTRATIVE OVERHEAD				33B5110

non-discretionary spending; 2% for Contracted Services (primarily used for equipment and case management system maintenance and modifications) and less than 1% for Other Capital Outlay.

ISSUE SUMMARY: Each agency is required to meet a 5% reduction target. The Commission proposes to reduce Special Categories: Administrative Overhead.

PROBLEM STATEMENT: With consideration of the facts stated above and in the spirit of fiscal responsibility in the face of potential revenue shortfalls the Commission offers the following reduction for consideration. All proposals were developed based on operational needs and to minimize adverse impact on the Commission and those served by the program.

PROGRAM IMPACT: Minimal Impact. This reduction will have minimal impact on the Commission as it is excess budget authority based on the executed Memorandum of Understanding for Fiscal Year 2010-11.

FISCAL INFORMATION: Reduce appropriation in Special Categories Administrative Overhead by \$6,968 or (20%).

General Revenue (1000)
 Special Categories: Administrative Overhead (105002) (Non-recurring) (6,968) FSI=1
 =====

FIVE PERCENT REDUCTION -				
SALARIES AND BENEFITS				33B5130
SALARIES AND BENEFITS				010000
PERC TRUST FUND	-STATE	41,012-	41,012-	2558 1
		=====	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIII B-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY# 64

OVERVIEW OF AGENCY: The Public Employees Relations Commission (PERC) is a small, independent, quasi-judicial agency which adjudicates public sector labor and employment disputes, registers labor organizations (unions), and conducts secret ballot elections throughout Florida for state and local government employees voting for or against establishing or maintaining union representation. PERC provides two constitutionally required functions and other statutorily mandated

COL A90		COL A91		COL A92		CODES
SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
REDUCTIONS	NR FY10-11	NR FY10-11	NR FY10-11	ANZ FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: PERC						72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>						72920100
<u>ECONOMIC OPPORTUNITIES</u>						11
<u>WORKFORCE SERVICES</u>						<u>1102.00.00.00</u>
SCHEDULE VIII B REDUCTIONS -						
OPERATING						33B0000
FIVE PERCENT REDUCTION -						
SALARIES AND BENEFITS						33B5130

functions, with an exceptional performance record.

PERC was originally staffed with 42 full-time equivalents (FTEs) with a single jurisdiction of labor disputes and its funding was predominantly General Revenue (98%). PERC currently has 28 FTEs due to successive budget cuts (one third reduction in staff), 6 additional employment law jurisdictions, and its funding is currently split 46% from General Revenue and 54% from the PERC Trust Fund. In the last four years alone, PERC's staff has been reduced 20% while its caseload has increased 39%.

PERC HISTORICAL FUNDING: The primary source of PERC's funding is the PERC Trust Fund, which is funded through a 0.1% distribution from the Local Government Half-cent Sales Tax Clearing Trust Fund, less a \$5,000 deduction each month for a program unrelated to PERC. Prior to the creation of the Trust Fund, PERC was funded exclusively by General Revenue. At the outset of the Trust Fund in Fiscal Year 2004-05, PERC's appropriation was approximately \$1.8 million in General Revenue and \$1.5 million in Trust. Over time, legislative reductions to General Revenue have shifted more of the burden to the Trust Fund to meet PERC's legislative appropriation. This fiscal year, PERC's recurring appropriation is approximately \$1.4 million in General Revenue and \$1.7 million in Trust.

The Trust Fund has been insufficient to meet PERC's legislative appropriation since its creation, with the exception of Fiscal Year 2005-06. The significant decline in sales tax collections in the last two years has reduced the cash balance in the Trust Fund to a critical level. During the 2010 legislative session, PERC was allocated a one-time cash infusion of \$400,000 in General Revenue to compensate for the trust shortfall.

Unlike other agencies, PERC only has one "program." The agency has absorbed past budget reductions and shortfalls from the change in PERC's funding structure by reorganizing staff, consolidating positions and leased space, cutting non-essential travel and significantly reducing administrative overhead.

Projections from the Revenue Estimating Conference as of August 12, 2010, indicate that while sales tax receipts will improve gradually over the next several years, they are not anticipated to meet PERC's current legislative appropriation at any time through its 2012-13 projections. Absent a modification in its funding structure, PERC will be forced to make a significant reduction in staff over and above any legislatively imposed reductions related to this exercise.

In General Revenue, 92% of PERC's budget is allocated for Salaries & Benefits; 2% for Contracted Services; 2% for Expense, OPS and OCO collectively; and 4% for non-discretionary spending.

In the PERC Trust Fund, over 70% of PERC's budget is allocated for Salaries & Benefits; 21% to Expenses (the largest portion of which (58%) is rent to DMS for a state-owned facility); 4% to Other Personal Services; 3% for non-discretionary spending; 2% for Contracted Services (primarily used for equipment and case management system maintenance and modifications) and less than 1% for Other Capital Outlay.

	COL A90 SCH VIII B-1 REDUCTIONS	COL A91 SCH VIII B-1 NR FY10-11	COL A92 SCH VIII B-1 ANZ FY10-11	CODES
	POS AMOUNT	POS AMOUNT	POS AMOUNT	
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: PERC				72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>				72920100
<u>ECONOMIC OPPORTUNITIES</u>				11
<u>WORKFORCE SERVICES</u>				<u>1102.00.00.00</u>
SCHEDULE VIII B REDUCTIONS - OPERATING				33B0000
FIVE PERCENT REDUCTION - SALARIES AND BENEFITS				33B5130

ISSUE SUMMARY: Each agency is required to meet a 5% reduction target. The Commission proposes to reduce spending in the Salaries and Benefits category.

PROBLEM STATEMENT: With consideration of the facts stated above and in the spirit of fiscal responsibility in the face of potential revenue shortfalls the Commission offers the following reduction for consideration. All proposals were developed based on operational needs and to minimize adverse impact on the Commission and those served by the program.

PROGRAM IMPACT: Significant Impact. Over 82% of the Commissions' budget supports staff resources to meet the mission of the organization. To achieve the necessary reduction the Commission would be required to eliminate the agency's only Management Analyst II position. This is one of two positions assigned to provide administrative support in the areas of financial management, purchasing and facilities. Elimination of this position will require the duties to be assumed by the manager, hearing officers and elections staff. In the last four years alone, PERC's staff has been reduced 20% while its caseload has increased 39%. The assumption of additional administrative duties by the professional staff will likely result in the inability to perform at current levels and will adversely affect PERC's ability to meet its statutory and constitutionally mandated functions.

FISCAL INFORMATION: Reduce appropriations in the Salaries and Benefits category by \$41,012.

PERC Trust Fund (2558)
 Salaries and Benefits (010000) (Non-recurring) (41,012) FSI=1
 =====

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A90 - SCH VIII B-1 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
OTHER SALARY AMOUNT							
2558 PERC TRUST FUND							41,012-

							41,012-
							=====

	COL A90 SCH VIIIB-1 REDUCTIONS POS	COL A91 SCH VIIIB-1 NR FY10-11 POS	COL A92 SCH VIIIB-1 ANZ FY10-11 POS	AMOUNT	AMOUNT	AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: PERC							72920000
PUBLIC EMPLOYEES RELATIONS							72920100
ECONOMIC OPPORTUNITIES							11
WORKFORCE SERVICES							1102.00.00.00
SCHEDULE VIIIB REDUCTIONS - OPERATING							33B0000
FIVE PERCENT REDUCTION - SALARIES AND BENEFITS							33B5130

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A91 - SCH VIIIB-1 NR FY10-11							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
OTHER SALARY AMOUNT							
2558 PERC TRUST FUND							41,012-
							41,012-
							=====

FIVE PERCENT REDUCTION - SALARIES AND BENEFITS - GENERAL REVENUE							33B5160
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		42,522-	42,522-				1000 1

AGENCY ISSUE NARRATIVE:
 SCH VIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY# 63

OVERVIEW OF AGENCY: The Public Employees Relations Commission (PERC) is a small, independent, quasi-judicial agency which adjudicates public sector labor and employment disputes, registers labor organizations (unions), and conducts secret ballot elections throughout Florida for state and local government employees voting for or against establishing or maintaining union representation. PERC provides two constitutionally required functions and other statutorily mandated functions, with an exceptional performance record.

PERC was originally staffed with 42 full-time equivalents (FTEs) with a single jurisdiction of labor disputes and its funding was predominantly General Revenue (98%). PERC currently has 28 FTEs due to successive budget cuts (one third reduction in staff), 6 additional employment law jurisdictions, and its funding is currently split 46% from General

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: PERC				72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>				72920100
<u>ECONOMIC OPPORTUNITIES</u>				11
<u>WORKFORCE SERVICES</u>				<u>1102.00.00.00</u>
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
SALARIES AND BENEFITS - GENERAL				
REVENUE				33B5160

Revenue and 54% from the PERC Trust Fund. In the last four years alone, PERC's staff has been reduced 20% while its caseload has increased 39%.

PERC HISTORICAL FUNDING: The primary source of PERC's funding is the PERC Trust Fund, which is funded through a 0.1% distribution from the Local Government Half-cent Sales Tax Clearing Trust Fund, less a \$5,000 deduction each month for a program unrelated to PERC. Prior to the creation of the Trust Fund, PERC was funded exclusively by General Revenue. At the outset of the Trust Fund in Fiscal Year 2004-05, PERC's appropriation was approximately \$1.8 million in General Revenue and \$1.5 million in Trust. Over time, legislative reductions to General Revenue have shifted more of the burden to the Trust Fund to meet PERC's legislative appropriation. This fiscal year, PERC's recurring appropriation is approximately \$1.4 million in General Revenue and \$1.7 million in Trust.

The Trust Fund has been insufficient to meet PERC's legislative appropriation since its creation, with the exception of Fiscal Year 2005-06. The significant decline in sales tax collections in the last two years has reduced the cash balance in the Trust Fund to a critical level. During the 2010 legislative session, PERC was allocated a one-time cash infusion of \$400,000 in General Revenue to compensate for the trust shortfall.

Unlike other agencies, PERC only has one "program." The agency has absorbed past budget reductions and shortfalls from the change in PERC's funding structure by reorganizing staff, consolidating positions and leased space, cutting non-essential travel and significantly reducing administrative overhead.

Projections from the Revenue Estimating Conference as of August 12, 2010, indicate that while sales tax receipts will improve gradually over the next several years, they are not anticipated to meet PERC's current legislative appropriation at any time through its 2012-13 projections. Absent a modification in its funding structure, PERC will be forced to make a significant reduction in staff over and above any legislatively imposed reductions related to this exercise.

In General Revenue, 92% of PERC's budget is allocated for Salaries & Benefits; 2% for Contracted Services; 2% for Expense, OPS and OCO collectively; and 4% for non-discretionary spending.

In the PERC Trust Fund, over 70% of PERC's budget is allocated for Salaries & Benefits; 21% to Expenses (the largest portion of which (58%) is rent to DMS for a state-owned facility); 4% to Other Personal Services; 3% for non-discretionary spending; 2% for Contracted Services (primarily used for equipment and case management system maintenance and modifications) and less than 1% for Other Capital Outlay.

ISSUE SUMMARY: Each agency is required to meet a 5% reduction target. The Commission proposes to reduce spending in the Salaries and Benefits category.

PROBLEM STATEMENT: With consideration of the facts stated above and in the spirit of fiscal responsibility in the face

	COL A90	COL A91	COL A92	
	SCH VIIIIB-1	SCH VIIIIB-1	SCH VIIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: PERC				72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>				72920100
<u>ECONOMIC OPPORTUNITIES</u>				11
<u>WORKFORCE SERVICES</u>				<u>1102.00.00.00</u>
SCHEDULE VIIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
SALARIES AND BENEFITS - GENERAL				
REVENUE				33B5160

of potential revenue shortfalls the Commission offers the following reduction for consideration. All proposals were developed based on operational needs and to minimize adverse impact on the Commission and those served by the program.

PROGRAM IMPACT: Significant Impact. Over 82% of the Commission's budget supports staff resources to meet the mission of the organization. Current year funding of this category includes a \$400,000 nonrecurring infusion of cash provided to support insufficient Trust Fund receipts. Funds in this category are required to maintain current salaries, fund leave payouts for departing staff and offer competitive salaries for new hires. Further reductions in this category will jeopardize adequate funding levels.

FISCAL INFORMATION: Reduce appropriations in the Salaries and Benefits category by \$42,522.

General Revenue (1000)
 Salaries and Benefits (010000) (Non-recurring) (42,522) FSI=1
 =====

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A90 - SCH VIIIIB-1 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
OTHER SALARY AMOUNT							
1000 GENERAL REVENUE FUND							42,522-

							42,522-
							=====

	COL A90 SCH VIIIIB-1 REDUCTIONS POS	COL A91 SCH VIIIIB-1 NR FY10-11 POS	COL A92 SCH VIIIIB-1 ANZ FY10-11 POS	AMOUNT	AMOUNT	AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: PERC							72920000
PUBLIC EMPLOYEES RELATIONS							72920100
ECONOMIC OPPORTUNITIES							11
WORKFORCE SERVICES							1102.00.00.00
SCHEDULE VIIIIB REDUCTIONS - OPERATING							33B0000
FIVE PERCENT REDUCTION - SALARIES AND BENEFITS - GENERAL REVENUE							33B5160

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A91 - SCH VIIIIB-1 NR FY10-11							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS OTHER SALARY AMOUNT							
1000 GENERAL REVENUE FUND							42,522-
							42,522-
							=====

FIVE PERCENT REDUCTION - CONTRACTED SERVICES							33B5200
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
GENERAL REVENUE FUND -STATE		6,533-	6,533-				1000 1
PERC TRUST FUND -STATE		2,916-	2,916-				2558 1
TOTAL APPRO.....		9,449-	9,449-				=====

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY# 59

OVERVIEW OF AGENCY: The Public Employees Relations Commission (PERC) is a small, independent, quasi-judicial agency which adjudicates public sector labor and employment disputes, registers labor organizations (unions), and conducts secret ballot elections throughout Florida for state and local government employees voting for or against establishing or maintaining union representation. PERC provides two constitutionally required functions and other statutorily mandated functions, with an exceptional performance record.

	COL A90	COL A91	COL A92	
	SCH VIIIIB-1	SCH VIIIIB-1	SCH VIIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: PERC				72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>				72920100
<u>ECONOMIC OPPORTUNITIES</u>				11
<u>WORKFORCE SERVICES</u>				<u>1102.00.00.00</u>
SCHEDULE VIIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
CONTRACTED SERVICES				33B5200

PERC was originally staffed with 42 full-time equivalents (FTEs) with a single jurisdiction of labor disputes and its funding was predominantly General Revenue (98%). PERC currently has 28 FTEs due to successive budget cuts (one third reduction in staff), 6 additional employment law jurisdictions, and its funding is currently split 46% from General Revenue and 54% from the PERC Trust Fund. In the last four years alone, PERC's staff has been reduced 20% while its caseload has increased 39%.

PERC HISTORICAL FUNDING: The primary source of PERC's funding is the PERC Trust Fund, which is funded through a 0.1% distribution from the Local Government Half-cent Sales Tax Clearing Trust Fund, less a \$5,000 deduction each month for a program unrelated to PERC. Prior to the creation of the Trust Fund, PERC was funded exclusively by General Revenue. At the outset of the Trust Fund in Fiscal Year 2004-05, PERC's appropriation was approximately \$1.8 million in General Revenue and \$1.5 million in Trust. Over time, legislative reductions to General Revenue have shifted more of the burden to the Trust Fund to meet PERC's legislative appropriation. This fiscal year, PERC's recurring appropriation is approximately \$1.4 million in General Revenue and \$1.7 million in Trust.

The Trust Fund has been insufficient to meet PERC's legislative appropriation since its creation, with the exception of Fiscal Year 2005-06. The significant decline in sales tax collections in the last two years has reduced the cash balance in the Trust Fund to a critical level. During the 2010 legislative session, PERC was allocated a one-time cash infusion of \$400,000 in General Revenue to compensate for the trust shortfall.

Unlike other agencies, PERC only has one "program." The agency has absorbed past budget reductions and shortfalls from the change in PERC's funding structure by reorganizing staff, consolidating positions and leased space, cutting non-essential travel and significantly reducing administrative overhead.

Projections from the Revenue Estimating Conference as of August 12, 2010, indicate that while sales tax receipts will improve gradually over the next several years, they are not anticipated to meet PERC's current legislative appropriation at any time through its 2012-13 projections. Absent a modification in its funding structure, PERC will be forced to make a significant reduction in staff over and above any legislatively imposed reductions related to this exercise.

In General Revenue, 92% of PERC's budget is allocated for Salaries & Benefits; 2% for Contracted Services; 2% for Expense, OPS and OCO collectively; and 4% for non-discretionary spending.

In the PERC Trust Fund, over 70% of PERC's budget is allocated for Salaries & Benefits; 21% to Expenses (the largest portion of which (58%) is rent to DMS for a state-owned facility); 4% to Other Personal Services; 3% for non-discretionary spending; 2% for Contracted Services (primarily used for equipment and case management system maintenance and modifications) and less than 1% for Other Capital Outlay.

ISSUE SUMMARY: Each agency is required to meet a 5% reduction target. The Commission proposes to reduce Special

	COL A90	COL A91	COL A92	
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
	POS	AMOUNT	POS	AMOUNT
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: PERC				72920000
<u>PUBLIC EMPLOYEES RELATIONS</u>				72920100
<u>ECONOMIC OPPORTUNITIES</u>				11
<u>WORKFORCE SERVICES</u>				<u>1102.00.00.00</u>
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
CONTRACTED SERVICES				33B5200

Categories: Special Categories: Contracted Services.

PROBLEM STATEMENT: With consideration of the facts stated above and in the spirit of fiscal responsibility in the face of potential revenue shortfalls the Commission offers the following reduction for consideration. All proposals were developed based on operational needs and to minimize adverse impact on the Commission and those served by the program.

PROGRAM IMPACT: Moderate Impact. The funding for Special Categories: Contracted Services is predominately used to secure the services of court reporters for Commission evidentiary hearings. In an effort to reduce the cost of this service the Commission has consulted with similar agencies and purchased digital recording systems to record the proceedings. This action will produce efficiencies as it will provide immediate access to the record for the hearing officer and eliminate the use of court reporting services. The impact of this reduction will not be determined until the recording project has been implemented and tested. If implementation is unsuccessful the Commission will be forced to continue to retain the services of court reporters and will therefore require available funds. Special Categories: Contracted Services reductions would also affect the Commission's ability to pursue modifications or upgrades to existing technological resources such as the case management system and web access functions or to launch new initiatives designed to improve access and service to our customers. The Commission is in the process of launching phase one of an E-filing project and information technology support is imperative to the success of the project.

FISCAL INFORMATION: Reduce appropriation in Special Categories: Contracted Services (General Revenue) by \$6,533 or (19%) and Special Categories: Contracted Services (PERC Trust Fund) by \$2,916 or (9%).

General Revenue (1000)			
Special Categories: Contracted Services (100777) (Non-recurring)			(6,533)
PERC Trust Fund (2558)			
Special Categories: Contracted Services (100777) (Non-recurring)			(2,916)

Total Issue			(9,449) FSI=1
			=====

TOTAL: WORKFORCE SERVICES				<u>1102.00.00.00</u>
BY FUND TYPE				
GENERAL REVENUE FUND	71,144-	71,144-		1000
TRUST FUNDS	84,892-	84,892-		2000
	-----	-----		
TOTAL PROG COMP.....	156,036-	156,036-		
	=====	=====		

	COL A90	COL A91	COL A92	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: COMM ON HUMAN RELAT				72950000
HUMAN RELATIONS				72950100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIII B REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES - NONRECURRING				33B5020
EXPENSES				040000
OPERATING TRUST FUND	-STATE	1,700-	1,700-	2510 1

AGENCY ISSUE NARRATIVE:

SCH VIII B-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #54

In the event of a shortfall during Fiscal Year 2010-11, \$1,700 can be deducted in Expenses from the Commission's Operating Trust Fund. The revenue associated with this reduction item is derived from the 55 and older program pursuant to the Federal Register 24 CFT part 100 and ss. 760.24-760.37, F.S.

Operating Trust Fund (2510)
 Expenses (040000) (Non-recurring) (1,700) FSI=1
 =====

FIVE PERCENT REDUCTION -				
EXPENSES - GENERAL REVENUE				33B5040
EXPENSES				040000

GENERAL REVENUE FUND	-STATE	52,670-	52,670-	1000 1
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AGENCY ISSUE NARRATIVE:

SCH VIII B-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #56

Without the General Revenue Expenses appropriation, the Commission would no longer be able to cover critical operating costs and would face multiple audit violations. During the last six years, the Commission has implemented many efficiency measures in order to save costs, including reduced leased office space and negotiating a lower per square footage rate with its private landlord vs. renting space at a more costly, state-owned building. The Commission currently occupies 6,000 square feet compared to 18,000 square feet during Fiscal Year 2008-09 (a 67% reduction in office space needs). Many of the Commission's employees now share office space and the Commission has resorted to using

	COL A90	COL A91	COL A92	
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: COMM ON HUMAN RELAT				72950000
HUMAN RELATIONS				72950100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
EXPENSES - GENERAL REVENUE				33B5040

telecommuting (almost 30% of its employees) in order to alleviate the impact of the reduced space. Other efficiency measures implemented by the Commission over the past several years include: reduction in the number of multifunctional copiers; decreased purchases of office supplies; elimination of most wireless devices and cell phones; no out-sourced printing (all documents are now web-based or on CD); no travel reimbursements; elimination of Comcast cable subscriptions; and only internally-provided staff training. With such a limited discretionary Expenses budget, further reductions will render the Commission virtually inoperable.

General Revenue (1000)
 Expenses (040000) (Non-recurring) (52,670) FSI=1

=====

FIVE PERCENT REDUCTION -				
SALARIES AND BENEFITS				33B5130
SALARY RATE				000000
SALARY RATE.....	48,376-			
	=====	=====	=====	
SALARIES AND BENEFITS				010000
GENERAL REVENUE FUND	-STATE	1.00-	66,721-	1000 1
		=====	=====	=====
TOTAL: FIVE PERCENT REDUCTION -				33B5130
SALARIES AND BENEFITS				
TOTAL POSITIONS.....	1.00-			
TOTAL ISSUE.....		66,721-		
TOTAL SALARY RATE.....	48,376-			
	=====	=====	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIB-1 NARR 10-11 NARRATIVE: IT COMPONENT? NO
 PRIORITY #57

The Commission is the state agency charged with enforcing the Florida Civil Rights Act and Florida's Fair Housing Act (Part I and Part II, Chapter 760, F.S., respectively). The purpose of these laws is to protect the people of Florida

COL A90		COL A91		COL A92		CODES
SCH VIIIB-1		SCH VIIIB-1		SCH VIIIB-1		
REDUCTIONS		NR FY10-11		ANZ FY10-11		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: COMM ON HUMAN RELAT						72950000
<u>HUMAN RELATIONS</u>						72950100
GOV OPERATIONS/SUPPORT						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
SCHEDULE VIIIB REDUCTIONS -						
OPERATING						33B0000
FIVE PERCENT REDUCTION -						
SALARIES AND BENEFITS						33B5130

from discrimination based on race, color, religion, sex, national origin, age, disability, marital status or familial status. The Commission serves as a resource for the people of Florida in directly addressing discrimination issues which impact each and every one of us. In addition, the Commission is responsible for investigating complaints of state employee retaliation under the Whistle-blower Act (s. 112.31895, F.S.).

The following issue includes the reduction of one FTE position and \$66,721 in Salaries and Benefits. The Commission's workforce has already been reduced by 26% over the past several years. Many of the Commission's staff have assumed additional responsibilities and some managerial positions have been combined in order to remain in compliance with state law, maintain operational effectiveness and meet the increased level of customer demand the Commission is currently facing. Redirecting additional responsibilities and workload that will be created by the elimination of this position to existing staff will be very limited and, in most instances, impossible. Because the Commission has no other operating categories to cut, the Commission is forced to offer up this position and associated Salaries and Benefits to meet the LBR instructions requiring the submission of a reduction plan of 5 percent. Should the revenue shortfall be less than currently estimated, the Commission would prefer to retain this position as it is critical to the overall operation of the Commission.

As an independent entity, the Commission, as statutorily required by s. 760.04, F.S., is assigned to the Department of Management Services (DMS) for organizational and administrative purposes. However, the Commission is not subject to the control, supervision or direction by DMS. While the DMS provides some assistance to the Commission's human resources responsibilities, the DMS cannot provide 100% of the necessary support. The Commission's human resources position is responsible for more than 80% of the Commission's personnel functions. These include recruitment, selection and hiring; timesheet preparation and approval; Personnel Action Requests utilizing the People First System; employee exit interviews; new employee orientation sessions; internal grievance management and resolution; coordination of annual and semi-annual performance reviews; and the development of Commission-specific personnel policies and procedures. The human resources position also serves as the liaison between the DMS and the Commission to ensure that the Commission remains in compliance with human resource policies and procedures as established by the State of Florida personnel system. Without this position, the Commission would have no means of providing personnel resources or support for its employees.

Position #	Class Title	Class Code	Pay Grade	FTE	Rate	Salaries & Benefits Budget
002745	Human Resources Manager	SES	2236	08	(1.0)	(48,376) (66,721)
General Revenue (1000)						
Rate	(1.0) FTE		(48,376)			
Salaries and Benefits (010000)					(66,721)	FSI=1

	COL A90 SCH VIIIB-1 REDUCTIONS POS	COL A91 SCH VIIIB-1 NR FY10-11 POS	COL A92 SCH VIIIB-1 ANZ FY10-11 POS	AMOUNT	AMOUNT	AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF							72000000
PGM: COMM ON HUMAN RELAT							72950000
HUMAN RELATIONS							72950100
GOV OPERATIONS/SUPPORT							16
GOVERNMENTAL OPERATIONS							1601.00.00.00
SCHEDULE VIIIB REDUCTIONS -							
OPERATING							33B0000
FIVE PERCENT REDUCTION -							
SALARIES AND BENEFITS							33B5130

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A90 - SCH VIIIB-1 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
2236 GOVERNMENT OPERATIONS CONSULTANT II							
02745 001	1.00-	48,376-		18,345-	66,721-	0.00	66,721-
TOTALS FOR ISSUE BY FUND							
1000 GENERAL REVENUE FUND							66,721-
	1.00-	48,376-		18,345-	66,721-		66,721-

FIVE PERCENT REDUCTION -
 OTHER PERSONAL SERVICES

33B5410
 030000

GENERAL REVENUE FUND -STATE 1,355- 1,355-
 =====

1000 1

AGENCY ISSUE NARRATIVE:

SCH VIIIB-1 NARR 10-11 NARRATIVE:
 PRIORITY #55

IT COMPONENT? NO

Reductions to the Other Personal Services (OPS) category funding will affect the Commission's ability to pay Commissioner

	COL A90	COL A91	COL A92	
	SCH VIIIB-1	SCH VIIIB-1	SCH VIIIB-1	
	REDUCTIONS	NR FY10-11	ANZ FY10-11	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
MANAGEMENT SRVCS, DEPT OF				72000000
PGM: COMM ON HUMAN RELAT				72950000
HUMAN RELATIONS				72950100
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				<u>1601.00.00.00</u>
SCHEDULE VIIIB REDUCTIONS -				
OPERATING				33B0000
FIVE PERCENT REDUCTION -				
OTHER PERSONAL SERVICES				33B5410

honoraria as statutorily required (s. 760.03(6), F.S.). In addition, critical administrative roles will be jeopardized. The Commission must effectively address the findings found in Auditor General Report No. 2009-078, which stated that there should be a separation of duties regarding the collection, recording, depositing and reconciliation of collected revenues at the Commission. State Purchasing Card rules require each state entity to separate the duties associated with charging on the state purchasing card and the reconciliation of those charges. If the OPS category funding is further reduced, the Commission would need to replace the OPS position with either an FTE position or contracted services in order to comply with the "separation of responsibility" audit findings. The Commission has suffered a 26% workforce reduction in the past several years due to the budget cuts resulting from state revenue shortfalls. Because of these cuts, the Commission has had to rely heavily on OPS funding to provide support to both investigative units and management information systems unit. Staff turnover tends to be high in the investigative units caused by low salaries, increasingly heavy workloads and the stressful nature of the job. Because of the Commission's ability to hire temporary OPS staff, the investigation units have been able to cope with workload challenges during periods of staff turnover, investigator training and learning curves and larger caseloads resulting from increased number of complaints. Without the ability to cover critical workload needs, the Commission's performance will be adversely affected and statutory timelines for completing investigations will be difficult, if not impossible, to meet. Delays in timely completing investigations can result in increased issuance of rights to sue to complainants, who, in turn, lead to an increased burden on and cost to the state's court system; increased costs to businesses (attorney fees, court awards) and increased costs to the state for state employee discrimination claims.

General Revenue (1000)
 Other Personal Services (030000) (Non-recurring) (1,355) FSI=1
 =====

TOTAL: GOVERNMENTAL OPERATIONS				<u>1601.00.00.00</u>
BY FUND TYPE				
GENERAL REVENUE FUND	120,746-	54,025-		1000
TRUST FUNDS	1,700-	1,700-		2000
TOTAL POSITIONS.....	1.00-			
TOTAL PROG COMP.....	122,446-	55,725-		
TOTAL SALARY RATE.....	48,376-			
	=====	=====	=====	