INFORMATION TECHNOLOGY

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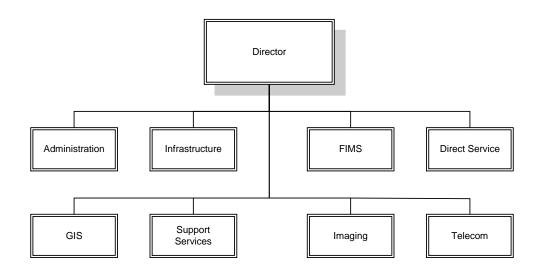
MISSION STATEMENT

The IT Department provides Technology, Telecom and Information Systems leadership and strategic planning while ensuring efficient, cost effective implementation and management of all the technology components of County operations and services.

GOALS AND OBJECTIVES

Goal 1.   Continue the development of a comprehensive set of standards and practices for county IT resource management and service delivery.

    Objective 1.   Formalize the development and documentation of IT policies, processes and procedures.

    Objective 2.   Continue IT Service Management best practices education with IT and other County staff.

    Objective 3.   Work with IT staff and other County stakeholders to define standard processes for Incident, Change, Problem and Configuration Management:

Goal 2.   Create a transparent budget that considers long range planning and capital funding county assets that will tie in with departmental and county strategic planning.

    Objective 1.   Start implementation of the information technology strategic plan that is aligned with county business objectives, industry standards, and long term enterprise goals.

    Objective 2.   Enhance and align our long range planning around hardware, software, and telecom assets. Ensure that capital purchases are based on current and future business needs in accordance with our strategic plan with appropriate replacement cycles.

Objective 3.   Develop a system to organize data about IT hardware, software and documentation in a manner that provides information about the IT infrastructure and resources and serves as a tool for assessing impacts of change.

Goal 3. Enhance County IT infrastructure.

Objective 1.   Improve security and network services.

Goal 4.   Support new and continued growth of enterprise systems that also provide for specific departmental business objectives.

Objective 1.   Encourage and support enterprise initiatives that foster common departmental objectives and identify commonalities of business procedures and requirements. Support departmental solutions that are aligned with adopted technology standards and strategic directions.

Objective 2.   Create a documented approach for assessing business requirements that is specific enough to our County's business divisions to be of practical value, and general enough to provide guidance in most situations.

Objective 3.   Adopt industry standard project management techniques and planning templates to assist project teams in establishing proper project scope, risk, resources, quality assurance, communication, and scheduling. Develop, find, support, technology in-line with strategic objects.

Goal 5.   Provide excellent customer service to our business partners.

Objective 1.   Develop specific service level agreements with all departments for the products and services that IT will provide.

Objective 2.   Increase communication between IT and business customers for all IT service areas.

Objective 3.   Develop an End-to-End service delivery methodology that is closely aligned with documented service level agreements.

DEPARTMENT OVERVIEW

The Information Technology (IT) department is part of the central services function reporting to the chief administrative officer. Information technology provides expertise, technical support and strategic partnerships with all departments to deliver services and information to citizens, businesses and county staff.

The information technology department FY08-09 budget is $8,007,956, a $311,897 increase, or 4.1% over FY07-08.

Resource and Requirement Summary

Information Technology	FY 2005-06 Actual	FY 2006-07 Actual	FY 2007-08 Budget	FY 2008-09 Adopted	+/- %
Resources:					
General Funds	0	0	27,536	0	(100.0%)
Intergovernmental Funding:					
Other Funding	16,956	34,723	41,639	132,135	217.3%
Fees & Charges	540,861	548,466	489,613	0	(100.0%)
Administrative Cost Recovery	6,612,788	6,775,827	7,137,271	7,875,821	10.3%
Net Working Capital:					
Unrestricted	0	64,007	0	0	0.0%
Total Resources	**7,170,605**	**7,423,023**	**7,696,059**	**8,007,956**	**4.1%**
Requirements:					
Personal Services:					
Salaries and Wages	3,686,844	3,857,747	4,164,988	4,339,622	4.2%
Fringe Benefits	1,381,565	1,351,245	1,525,189	1,643,698	7.8%
Subtotal	5,068,409	5,208,992	5,690,177	5,983,320	5.2%
Materials and Services	1,625,818	1,421,682	1,369,693	1,514,177	10.5%
Administrative Charges	284,946	373,172	387,244	400,459	3.4%
Capital Outlay	92,124	366,078	248,945	110,000	(55.8%)
Total Requirements	**7,071,297**	**7,369,924**	**7,696,059**	**8,007,956**	**4.1%**
FTE	57.00	57.00	57.00	57.00	0.0%

PROGRAMS

The information technology budget is allocated to eight programs that are shown on the following table. Each program includes all the costs to support that service area. Over the last several years each program has changed to more closely reflect its role in our organization and the requirements of our customers.

Summary of Department Programs

	FY 2005-06 Actual	FY 2006-07 Actual	FY 2007-08 Budget	FY 2008-09 Requested	+/- %
RESOURCES	**7,140,305**	**7,423,043**	**7,696,059**	**8,007,956**	**4.1%**

REQUIREMENTS BY PROGRAM

	FY 2005-06 Actual	FY 2006-07 Actual	FY 2007-08 Budget	FY 2008-09 Requested	+/- %
Administration	740,632	745,760	1,049,337	949,371	-9.5%
Infrastructure	2,109,454	1,884,840	1,630,021	1,378,246	-15.4%
FIMS	826,690	922,492	936,414	910,427	-2.8%
GIS	198,772	269,703	109,094	127,289	16.7%
Imaging	128,299	169,083	155,080	151,959	-2.0%
Direct Services	2,593,659	2,129,915	2,409,055	2,581,684	7.2%
Telecommunications	473,791	562,611	491,998	544,950	10.8%
Support Services	0	685,519	915,060	1,364,030	1703%
Total	**7,071,297**	**7,369,924**	**7,696,059**	**8,007,956**	**4.1%**

Administration Program

- Provides overall direction and management of the department programs and staff.
- Provides definition and support for customer business requirements.
- Sets IT strategic direction for the management of all county IT resources.
- Facilitates the purchasing and payments for all IT assets. Assists with the management of assets.
- Provides for and assists with all vendor contracts.
- Establishing positive and productive relationships with all IT customers.
- Providing employees with other essential services.

Department: Information Technology

Program: Administration

Fund: Central Services

	FY 2005-06 Actual	FY 2006-07 Actual	FY 2007-08 Budget	FY 2008-09 Adopted	+/- %
Resources:					
General Fund	0	0	27,536	0	-100.0%
Intergovernmental Funding:					
Other	0	12,297	14,885	7,669	-48.5%
Adminstrative Cost Recovery	740,632	733,463	1,006,916	941,702	-6.5%
Total Resources	**740,632**	**745,760**	**1,049,337**	**949,371**	**-9.5%**
Requirements:					
Personal Services:					
Salaries and Wages	288,036	254,388	406,578	366,085	-10.0%
Fringe Benefits	115,101	92,798	147,487	150,054	1.7%
Subtotal	403,137	347,186	554,065	516,139	-6.8%
Materials and Services	102,623	102,930	181,320	32,773	-81.9%
Administrative Charges	234,872	295,644	313,952	400,459	27.6%
Total Requirements	**740,632**	**745,760**	**1,049,337**	**949,371**	**-9.5%**
FTE	3.95	3.80	5.20	5.00	-3.8%

Program: Administration

Personnel Positions

Title of Position	FTE
Information Technology Director	1.00
Info Technology Deputy Director	0.50
Info Technology Manager	0.25
Management Analyst 1	1.00
Department Specialist 3 and 4	2.00
Programmer Analyst 3	0.25
Total FTE	5.00

Administration Program Budget Analysis

This program budget is 9.5% lower than FY07-08 due to several changes that were made to align costs with the program that actually incurred them. Costs for office supplies, departmental supplies, computer equipment, software, cell phones, hardware maintenance, software maintenance, motor pool, and training were distributed to specific programs. The staff changes include moving costs for program managers back to their program budgets and allocating administrative costs using the new finance allocation software.

Infrastructure Program

- The Infrastructure program maintains and supports the county's core technology services. These services allow internal and external customer access to information and services needed at all levels of the local government business process.
- This program covers the entire county including all remote locations for a total of 3576 network connections (P/C's, printers and other network devices). Infrastructure maintains and supports 130+ servers to provide services and access to all county departments.
- Infrastructure functions include: network and data security; maintenance and upgrades of equipment and software; enterprise services (e.g., backup and restoration, email services and disaster recovery); development and implementation of new technology; and software compatibility testing.

Department: Information Technology   **Program: Infrastructure**

Fund: Central Services

	FY 2005-06 Actual	FY 2006-07 Actual	FY 2007-08 Budget	FY 2008-09 Proposed	+/- %
Resources:					
Intergovernmental Funding:					
Other	14,624	16,557	16,525	14,340	-13.2%
Fees & Charges	0	352	0	0	0.0%
Administrative Cost Recovery	2,125,130	1,872,931	1,613,496	1,363,906	-15.5%
Net Working Capital					
Intra-Program Support	(30,300)	(5,000)	0	0	0.0%
Total Resources	**2,109,454**	**1,884,840**	**1,630,021**	**1,378,246**	**-15.4%**
Requirements:					
Personal Services:					
Salaries and Wages	691,847	645,888	567,700	621,331	9.4%
Fringe Benefits	241,674	223,243	200,411	222,829	11.2%
Subtotal	933,521	869,131	768,111	844,160	9.9%
Materials and Services	1,083,809	749,569	612,965	424,086	-30.8%
Administrative Charges	0	0	0	0	0.0%
Capital Outlay	92,124	266,140	248,945	110,000	-55.8%
Total Requirements	**2,109,454**	**1,884,840**	**1,630,021**	**1,378,246**	**-15.4%**
FTE	11.20	7.90	7.15	7.25	1.4%

Program: Infrastructure

Personnel Positions

Title of Position	FTE
Info Technology Manager	0.70
Network Analyst 3	4.00
Network Analyst 2	2.00
Database Administrator	0.30
Programmer Analyst 1	0.25
Total FTE	7.25

Infrastructure Program Budget Analysis

The Infrastructure program budget is 15.4% lower than FY07-08 due to several changes that were made to align IT costs in this program area. The most significant change to this program was to move some of the equipment replacement expenses to the support services program. These changes include support for replacement of computers, monitors, primary laptop, printer repair and maintenance, and standard desktop office software. Staff changes included .1 FTE of the manager from the administrative program. Distribution of some costs from the administrative program also increased several line items for this program as reflected in the administrative Analysis. The reduction in capital outlay expenses was used to off-set increases in equipment replacement plans.

FIMS Program

- The Financial Information Management System (FIMS) includes the Oracle Financials application software suite, an enterprise resource planning (ERP) system that provides a complete and comprehensive set of applications that are integrated and share common information.
- IT functions provide: development of code to extend the Oracle system as business requirements dictate; integrated tools that effectively support county business processes; accurate financial information; development of information systems to comply with and support county administrative and financial policies and procedures; technical support for the Oracle purchasing, accounts payable, accounts receivable, general ledger, projects, payroll, human resources, discoverer, interfaces to other systems, and cash management modules; technical support for extended systems such as budget, time entry, web reports, union/contract systems, financial investment applications, and several smaller systems.
- Project management, minor and major module patching, major upgrades to the product suite, infrastructure support and maintenance, capacity planning, new product research and installation, and functional support for all modules.

Department: Information Technology **Program: FIMS**

Fund: Central Services

	FY 2005-06 Actual	FY 2006-07 Actual	FY 2007-08 Budget	FY 2008-09 Proposed	+/- %
Resources:					
Administrative Cost Recovery	826,690	922,491	936,414	910,427	-2.8%
Total Resources	**826,690**	**922,491**	**936,414**	**910,427**	**-2.8%**
Requirements:					
Personal Services:					
Salaries and Wages	500,010	500,749	506,196	547,353	8.1%
Fringe Benefits	176,866	158,443	168,419	187,900	11.6%
Subtotal	676,876	659,192	674,615	735,253	9.0%
Materials and Services	101,060	187,091	189,827	175,174	-7.7%
Administrative Charges	48,754	76,208	71,972	0	-100.0%
Total Requirements	**826,690**	**922,491**	**936,414**	**910,427**	**-2.8%**
FTE	6.15	5.55	5.55	5.70	2.7%

Personnel Positions

Title of Position	FTE
Info Technology Deputy Director	0.50
Database Administrator	0.70
Database Administrator-Senior	1.00
Business Analyst	0.00
Programmer Analyst 3	3.50
Total FTE	5.70

FIMS Program Budget Analysis

The FIMS program budget changes include .15 FTE increase of the deputy director to support increased requirements of this program. The reduction in materials and services includes a decrease in new software licensing for expanded use of the application. This issue may be off set by other funding for licensing as part of enterprise projects like McBee.

GIS Program

- Services provided by the GIS program include mapping products (paper and on-line), data layer creation and maintenance and spatial data analysis.
- GIS desktop, handheld device (PDA) and web application development and support.
- Ferry card operations, eCommerce site and administration applications
- Survey applications serving customers and public works staff.

Department: Information Technology　　　　　**Program: GIS**

Fund: Central Services

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2007-08 Budget	FY 2008-09 Adopted	+/- %
Resources:					
Administrative Cost Recovery	198,772	269,703	109094	127,289	16.7%
Total Resources	**198,772**	**269,703**	**109,094**	**127,289**	**16.7%**
Requirements:					
Personal Services:					
Salaries and Wages	90,381	163,169	46,445	50,618	9.0%
Fringe Benefits	34,458	57,059	16,613	18,347	10.4%
Subtotal	124,839	220,228	63,058	68,965	9.4%
Materials and Services	73,933	49,475	46,036	58,324	26.7%
Total Requirements	**198,772**	**269,703**	**109,094**	**127,289**	**16.7%**
FTE	0.30	0.30	0.55	0.55	0.0%

Program: GIS

Personnel Positions

Title of Position	FTE
Info Technology Manager	0.30
Programmer Analyst 2	0.25
Total FTE	0.55

GIS Program Budget Analysis

There were no major changes in the GIS program budget this year. Changes reflect salary increases, software maintenance increases, and the adjustments to the administration program budget. This program is a general resource available to all county departments on request to help with mapping and analysis relating to map based information. Examples of these requests are crime scene investigations & statistics, health related analysis, elections mapping, support for new data layers, web mapping tools, aerial photos, and general data maintenance.

Imaging

- Imaging maintains and supports the electronic imaging system for scanning paper documents and importing digital files and retaining them in electronic format. These documents can then be retrieved and reproduced in various ways.
- In addition to basic scanning and retrieval this system is used to seamlessly integrate existing software to allow documents to be scanned directly into those enterprise applications. Examples include:
    o The financial department stores images of purchase orders, bills, contracts, shipping documents, and related financial documents.
    o The Sheriff's office stores images of police reports, digital evidence, photographs, fingerprint cards, and related documents.
    o Building inspection stores permits, plans, inspection sheets, photos and related documents.
    o The DA's office is using imaging to scan and store case files and related documents.

Department: Information Technology

Program: Imaging

Fund: Central Services

	FY 2005-06 Actual	FY 2006-07 Actual	FY 2007-08 Budget	FY 2008-09 Adopted	+/- %
Resources:					
Intergovernmental Funding:					
Administrative Cost Recovery	128,299	169,083	155,080	151,959	-2.0%
Total Resources	**128,299**	**169,083**	**155,080**	**151,959**	**-2.0%**
Requirements:					
Personal Services:					
Salaries and Wages	83,274	89,364	95,198	90,995	-4.4%
Fringe Benefits	30,464	30,168	32,567	31,726	-2.6%
Subtotal	113,738	119,532	127,765	122,721	-3.9%
Materials and Services	14,561	49,551	27,315	29,238	7.0%
Total Requirements	**128,299**	**169,083**	**155,080**	**151,959**	**-2.0%**
FTE	1.10	1.10	1.10	1.00	-9.1%

Program: Imaging

Personnel Positions

Title of Position	FTE
Info Technology Manager	0.00
Programmer Analyst 3	1.00
Total FTE	1.00

Imaging Program Budget Analysis

The program change is largely due to moving the program manager costs out of this area to cover other larger program needs. Other increases are from allocating administrative costs to cover program staff expenses.

Direct Services

- Provides dedicated IT services to customers, usually in the form of on-site support staff, available to all departments and managed within three main areas of IT: business systems, criminal justice systems, and health systems.
- Maintain and support the public works operating systems, pool car scheduling system (RMS), animal and shelter management system (IAMS), vehicle management system (Fleet), eCommerce (Visanet) and geographic information systems (GIS).
- Maintain and support the health department patient management information system ('Raintree'), connectivity to state systems and business process applications for billing and critical information tracking.
- Maintain systems for jail management, police records, DA case management system, law enforcement data system (LEDS), Juvenile's computerized referral system, and the statewide criminal justice information system.
- Support and maintain business services systems and applications including human resources, training, facilities maintenance, risk, administration and budget.

Department: Information Technology   **Program: Direct Services**

Fund: Central Services

	FY 2005-06 Actual	FY 2006-07 Actual	FY 2007-08 Budget	FY 2008-09 Adopted	+/- %
Resources:					
Intergovernmental Funding:					
Other	394	0	0	0	0.0%
Fees & Charges	0	884	0	0	0.0%
Other Funding	2,593,265	2,129,031	2,409,055	2,581,684	7.2%
Total Resources	**2,593,659**	**2,129,915**	**2,409,055**	**2,581,684**	**7.2%**
Requirements:					
Personal Services:					
Salaries and Wages	1,855,308	1,524,809	1,703,644	1,760,929	3.4%
Fringe Benefits	710,856	527,381	611,681	650,684	6.4%
Subtotal	2,566,164	2,052,190	2,315,325	2,411,613	4.2%
Materials and Services	27,495	77,725	93,730	170,071	81.4%
Total Requirements	**2,593,659**	**2,129,915**	**2,409,055**	**2,581,684**	**7.2%**
FTE	30.60	23.15	22.25	22.20	-0.2%

Program: Direct Services

Personnel Positions

Title of Position	FTE
Info Technology Manager	2.45
Computer Forensics Specialist	1.00
Programmer Analyst 3	5.25
Programmer Analyst 2	5.75
Programmer Analyst 1	3.75
Support Specialist	0.00
GIS Analyst 3	1.00
GIS Analyst 2	2.00
GIS Analyst 1	1.00
Total FTE	22.20

Direct Services Program Budget Analysis

The direct services program budget is 7.2% higher than FY07-08 due to several changes that were made to align costs with the program that actually incurred them. Costs for office supplies, dept. supplies, computer equipment, software, cell phones, hardware maintenance, software maintenance, motor pool, and training moved to specific programs. Staff changes are due to the program managers moving from administration to program area budgets.

Telecommunications

- Serves all departments, the majority of staff and a limited number of external customers.
- The phone system and supporting staff provide key services for the majority of our work force. This program provides installation, maintenance and service of all county telephones and switches, installation and replacement of data cabling and fiber optic cabling and terminations.
- The telecommunications staff ensures compliance with FCC regulations and the NEC.

Department: Information Technology   **Program: Telecommunications**

Fund: Central Services

	FY 2005-06 Actual	FY 2006-07 Actual	FY 2007-08 Budget	FY 2008-09 Adopted	+/- %
Resources:					
Intergovernmental Funding:					
Other	1,938	0	2,385	90,407	3,690.6%
Fees & Charges	540,861	546,723	489,613	454,543	-7.2%
Net Working Capital					
Unrestricted	0	69,007	0	0	0.0%
Total Resources	**542,799**	**615,730**	**491,998**	**544,950**	**10.8%**
Requirements:					
Personal Services:					
Salaries and Wages	177,989	190,083	170,702	202,708	18.7%
Fringe Benefits	72,145	66,094	77,476	83,208	7.4%
Subtotal	250,134	256,177	248,178	285,916	15.2%
Materials and Services	222,337	205,176	242,500	259,034	6.8%
Administrative Charges	1,320	1,320	1,320	0	-100.0%
Capital Outlay	0	99,939	0	0	0.0%
Total Requirements	**473,791**	**562,611**	**491,998**	**544,950**	**10.8%**
FTE	3.00	3.30	3.30	3.30	0.0%

Program: Telecommunications

Personnel Positions

Title of Position	FTE
Info Technology Manager	0.30
Telecommunications Technician	3.00
Total FTE	3.30

Telecommunications Program Budget Analysis

This program budget is 10.8% higher than FY07-08 due to increases in staff costs and additional expenses for this program. Increases in the materials and services area were due to additional maintenance required as part of a phone switch replacement and a formal equipment replacement plan for desk phones. There were no staffing changes for this program.

Support Services

- The support services program provides Service Desk functions, software and hardware installation and support, software desktop and classroom training, Internet and Intranet support and administration of the Equipment Replacement Plan.
- The Support Desk provides the "front line" for IT communications, support calls, resolution, and customer follow-up; the scope of this work covers all county employees at all sites, including remote locations. Providing timely response to service requests is critical to employee satisfaction.
- Support Services functions supporting hardware and software include installation and troubleshooting of the many software programs and equipment devices used by county business areas; training employees in software and equipment use; creating and maintaining employee accounts and passwords; and researching solutions for issues not previously encountered.
- Administration of the Equipment Replacement Plan includes organizing and implementing ERP decisions; reviewing software installation and special hardware needs; ensuring custom PC settings are copied to new equipment; imaging and testing new equipment as necessary, and maintaining inventory records.

Department: Information Technology **Program: Support Services**
Fund: Central Services

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2007-08 Budget	FY 2008-09 Proposed	+/- %
Resources:					
Intergovernmental Funding:					
Other	0	5,892	7,844	19,719	151.4%
Fees & Charges	0	503	0	0	0.0%
Administrative Cost Recovery	0	679,124	907,216	1,344,311	48.2%
Total Resources	**0**	**685,519**	**915,060**	**1,364,030**	**49.1%**
Requirements:					
Personal Services:					
Salaries and Wages	0	491,163	566,525	699,603	23.5%
Fringe Benefits	0	194,191	270,535	298,950	10.5%
Subtotal	0	685,354	837,060	998,553	19.3%
Materials and Services	0	166	78,000	365,477	n.a.
Total Requirements	**0**	**685,519**	**915,060**	**1,364,030**	**49.1%**
FTE	0.00	11.90	11.90	12.00	0.8%

Program: Support Services

Personnel Positions

Title of Position	FTE
Info Technology Manager	1.00
Programmer Analyst 1	1.00
Support Technician	2.00
Support Specialist	8.00
User Support Specialist	0.00
Total FTE	12.00

Support Services Program Budget Analysis

The support services program budget is 49.1% higher than FY07-08 due to several changes that were made to align costs with the program that actually incurred them. The most significant change was to move equipment replacement expenses from the infrastructure program to this program. These materials and services expenses were in direct support of this program and the work that is being done by this group. More clearly defined equipment replacement models have been established which have resulted in some increased costs. The services include support for replacement of older computers, monitor replacement, printer maintenance, primary laptop replacement, and standard desktop office software. Additionally staff changes included .1 FTE of the manager from the administrative program and increases from the distribution of costs described in the administrative program. This program also changed its allocation model from 5 direct service staff and 7 allocated staff to 12 allocated staff.

FUNDS

The information technology department budget is part of the central services fund. Fund resources and requirements line item budgets are presented following the key department accomplishments.

KEY DEPARTMENT ACCOMPLISHMENTS FY2007-08

- Development of two web sites for Planning and Assessor office, serving all Marion County citizens.
- Upgrade and implementation of Vehicle fleet asset, work order and mileage management tools.
- Implementation of Ferry eCommerce, card operations and administration applications for Ferry operations.
- Improved billing timeline for health department services. Designed, developed and implemented mechanism to archive and purge health department patient management information.
- Implemented new Service Management tool with Incident and Change Management.
- Completed basic ITIL training for all non-management IT staff (Apollo 13). Completed foundation level ISO 20000 training and certification for all IT managers.
- Implemented Cogent fingerprint system access within Salem Police Department office in a completely secure manner allowing Sheriff's Office to share critical fingerprint information with their City of Salem peers.
- Successful pilot of VMWare and implemented production of VM server.
- Implemented Intrusion Detection systems on the County's internal LAN environment increasing the network security position.
- Converted Qwest telecom links from T-1 based systems to T-3 based systems providing the County an overall savings in communications costs.

Resources by Department Detail

Department: **Information Technology**

580 - Central Services	Actual FY 2006	Actual FY 2007	Budget FY 2008	Adopted FY 2009
General Fund				
38101 Transfer from General Fund	0	0	27,536	0
Intergovernmental - Other				
33510 MC Housing Authority	12,000	32,343	39,239	47,235
33590 From Other Agencies-Miscellaneous	4,562	2,400	2,400	84,900
33600 From Other Funds	394	0	0	0
Intergovernmental - Other Total	**16,956**	**34,743**	**69,175**	**132,135**
Fees and Charges				
34101 Jury Fees	0	3	0	0
34145 Pay Telephone Fees	5,985	1,864	0	0
34162 User Fees	58,479	55,300	0	0
34281 SAT/CH2 Condo	0	669	0	0
34425 Telephone Use Reimbursement	476,397	486,935	489,613	0
34510 Sale Of Fixed Assets	0	3,695	0	0
Fees and Charges Total	**540,861**	**548,466**	**489,613**	**0**
Administrative Cost Recovery				
47100 Information Technology Allocation	5,786,097	5,853,335	6,200,857	6,965,394
47200 FIMS Allocation	826,690	422,492	936,414	910,427
Administrative Cost Recovery Total	**6,612,788**	**6,275,827**	**7,137,271**	**7,875,821**
Net Working Capital				
39200 Unrestricted Net Working Capital	0	69,007	0	0
39302 Intra-Program Support	(30,300)	(5,000)	0	0
Net Working Capital Total	**(30,300)**	**64,007**	**0**	**0**
Information Technology Grand Total	**7,140,305**	**7,423,043**	**7,696,059**	**8,007,956**

Requirements by Fund Detail

Department: **Information Technology**

580 - Central Services	Actual FY 2006	Actual FY 2007	Budget FY 2008	Adopted FY 2009
Personal Services				
Salaries and Wages				
51102 COLA - Budget	0	0	27,536	0
51111 Regular Wages	2,931,893	3,052,694	3,901,610	4,091,632
51112 Temporary Wages	51,698	37,323	0	0
51113 Vacation Pay	172,223	199,523	0	0
51114 Sick Pay	104,495	122,977	0	0
51115 Holiday Pay	144,022	150,047	0	0
51116 Comp Time Pay	1,859	654	0	0
51121 Compensation Credits	221,435	230,522	235,842	247,990
51122 Pager Pay	28,470	25,570	0	0
51124 Leave Payoff	17,699	20,991	0	0
51125 Training Pay	0	1,639	0	0
51128 Cell Phone Pay	1,204	703	0	0
51141 Straight Pay	64	236	0	0
51142 Premium Pay	11,157	14,846	0	0
51145 Temporary-Premium	258	18	0	0
Salaries and Wages Total	**3,686,844**	**3,857,744**	**4,164,988**	**4,339,622**
Fringe Benefits				
51211 PERS	373,114	325,268	330,994	347,173
51212 401(k)	24,605	17,901	23,886	24,600
51213 PERS Debt Service	152,931	122,690	165,496	195,289
51220 FICA	278,096	288,426	314,913	329,386
51231 Medical Insurance	458,479	485,816	584,136	628,596
51232 Dental Insurance	55,764	60,737	61,465	68,640
51233 Life Insurance	10,926	11,442	10,431	14,060
51234 Disability Insurance	9,849	10,262	15,393	16,665
51240 Unemployment	14,850	15,354	16,544	17,358
51252 WC-Hourly Rate	1,616	1,449	1,931	1,931
51260 Wellness	887	2,141	0	0
51261 EAP	447	1,361	0	0
51261 EAP	0	8,400	0	0
Fringe Benefits Total	**1,381,565**	**1,351,248**	**1,525,189**	**1,643,698**
Personal Services Total	**5,068,409**	**5,208,992**	**5,690,177**	**5,983,320**
Materials and Services				
52101 Office Supplies	12,717	7,274	15,000	6,299
52107 Departmental Supplies	43,792	17,715	30,000	32,500
52108 Food Supplies	99	66	0	0
52118 Books	278	0	0	0
52121 Gasoline	1,164	0	1,000	1,000
52211 Batteries	0	1,283	0	0
52214 Small Tools	733	0	0	0
52215 Small Office Equipment	675	2,129	3,000	8,000
52217 Computer Equipment	414,455	12,373	214,220	316,500

Requirements by Fund Detail

Department: **Information Technology**

580 - Central Services	Actual FY 2006	Actual FY 2007	Budget FY 2008	Proposed FY 2009
Salaries and Wages Total	**3,686,844**	**3,768,314**	**4,137,452**	**4,137,452**
Materials and Services				
52218 Software	228,931	256,284	162,083	135,020
52301 Telephones	255,780	25,523	0	0
52304 Data Connections	39,931	164,192	180,000	216,660
52305 Postage	615	910	500	500
52306 Cellular Phones	11,599	31,319	16,000	14,044
52307 Pagers	132	251	460	460
52503 Legal Services	2,619	2,815	3,000	3,000
52535 GIS	0	(138)	0	0
52544 Printing Services	162	60	200	1,200
52545 Advertising	1,376	1,272	2,000	1,000
52575 Subscription Services	0	0	0	0
52579 Electronic Subcription Services	0	6,600	6,200	0
52580 Transportation Services	0	6	0	0
52599 Miscellaneous Contractual	36,779	14,678	50,000	24,000
52602 Maint - Vehicle	1,179	1,852	2,000	0
52604 Maint - Radios	90	5,002	0	0
52605 Maint - Building & Grounds	13,848	5,795	0	2,000
52607 Maint - Departmental	0	17	4,500	41,500
52608 Maint - Telephones	0	280	1,500	1,500
52609 Maint - Computer Hardware	166,437	105,824	88,860	75,858
52610 Maint - Software	318,140	524,811	498,210	540,515
52616 Misc Maintenance and Repair	0	0	0	0
52701 Vehicle Rental	0	2,963	1,500	0
52704 Equipment Rental	2,711	3,687	3,000	6,500
52721 Motor Pool Mileage	0	0	0	3,850
52722 Fleet Leases	0	0	0	7,584
52911 Mileage-Employee	5,134	724	2,000	587
52912 Commercial Carrier	1,404	1,574	3,500	3,480
52913 Meals	2,491	1,434	3,300	3,480
52914 Lodging	6,303	4,565	5,500	5,800
52921 Meetings	150	314	1,000	1,160
52922 Conferences	3,866	4,965	3,000	3,480
52923 Training	51,190	30,793	63,260	52,200
52925 Tuition Reimbursement	219	0	400	0
52930 Dues and Memberships	55	290	500	2,500
52941 Safety Clothing	0	19	0	0
52965 Pre-Employment Investigations	552	665	2,000	2,000
52969 Misc. Investigations	76	0	0	0
52986 Permits	135	62	2,000	0
Materials and Services Total	**1,625,818**	**1,421,682**	**1,369,693**	**1,514,177**

Requirements by Fund Detail

Department: **Information Technology**

580 - Central Services	Actual FY 2006	Actual FY 2007	Budget FY 2008	Adopted FY 2009
Administrative Charges				
60100 Board of Commissioners	44,081	46,932	46,932	47,439
60200 Business Services Allocation	24,377	20,298	20,298	0
60250 Risk Management Allocation	20,493	22,195	22,195	4,728
60260 Liability Insurance Allocation	19,100	22,700	22,700	27,400
60270 Workers Comp Insurance	14,200	14,300	14,300	23,100
60300 Human Resources Allocation	45,507	51,136	51,136	80,853
60350 Facilities Management	16,952	42,424	42,424	61,616
60351 Department Parking Allocation	2,640	2,640	2,640	2,640
60352 Custodial Charges	8,869	23,854	23,854	36,291
60353 Courier	2,226	2,486	2,486	3,353
60354 Utilities Allocation	13,740	32,467	31,965	38,279
60400 Financial Services Allocation	19,282	21,990	24,633	56,780
60410 Legal Services	8,288	9,794	10,559	7,980
60450 Information Technology	31,939	61,283	55,875	0
60452 FIMS Allocation	13,252	15,251	15,247	0
Administrative Charges Total	**284,946**	**373,172**	**387,244**	**400,459**
Capital Outlay				
53160 Computers	92,124	20,991	198,945	90,000
53170 Software	0	29,168	50,000	20,000
53180 Telephone Systems	0	315,919	0	0
Capital Outlay Total	**92,124**	**366,078**	**248,945**	**110,000**
Information Technology Fund 580	**7,071,297**	**7,369,924**	**7,696,059**	**8,007,956**