County of Los Angeles
**CHIEF ADMINISTRATIVE OFFICE**
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DAVID E. JANSSEN
Chief Administrative Officer

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

June 12, 2006

To: Supervisor Michael D. Antonovich, Mayor
Supervisor Gloria Molina
Supervisor Yvonne B. Burke
Supervisor Zev Yaroslavsky
Supervisor Don Knabe

From: David E. Janssen
Chief Administrative Officer

**SALARY AND EMPLOYEE BENEFIT SAVINGS**

On May 2, 2006, on motion by Supervisor Knabe, your Board instructed the Chief Administrative Officer to report the dollar amount of current year salary and employee benefit savings that have been moved to other purposes, and whether those purposes have been previously identified by a department as a critical need.

Attached is a listing of FY 2005-06 approved budget adjustments as of May 16, 2006. The attachment identifies salary and employee benefit savings utilized to fund critical needs in services and supplies, other charges, and fixed assets within each department and provides a brief description on the use of the funding. Although, all critical needs may not have initially been identified during the budget process, during the course of the fiscal year, additional emergent needs arose requiring the transfer of funds.

The total salary and employee benefit savings transferred to fund other critical needs was $48,980,000. The General Fund accounted for $15,523,000; Hospital Enterprise Funds accounted for $32,764,000; and Special Funds and Districts for $693,000 of the transfers.

If you have any questions or require additional information, please contact me or your staff may call Sid Kikkawa of my office at (213) 974-1133.

DEJ:DIL
SK:JT:ljp

c: Executive Officer, Board of Supervisors
All Department Heads
salary and employee.bm

# FY 2005-06 SALARIES AND EMPLOYEE BENEFITS BUDGET ADJUSTMENTS

| Budget Adjustment Number | Date | Action Budget Adjust (*) | Department | S&EB Savings Amount | Transferred to Other Appropriation | Description |
|---|---|---|---|---|---|---|
| GENERAL FUND | | | | | | |
| 24 | 9/14/05 | A | Beaches & Harbors | 250,000 | S&S | Facilities maintenance-Dockweiler RV Design Plans including electrical upgrades, relocation of picnic tables, parking stalls, and fire pits. |
| 27 | 9/22/05 | A | Public Defender | 250,000 | S&S | Contract services to clean-up and prepare closed client case files for electronic scanning & storage |
| 33 | 10/5/05 | A | Regional Planning | 27,000 | Fixed Assets | Equipment for GPS units project critical for enabling staff to do interactive mapping in the field through laptops and/or tablet PC's; supports the Department's Windows migration in order to meet the County Chief Information Office's operating system standard. |
| 188 | 11/16/05 | | Mental Health | 1,651,000 | S&S | Special services for Groups South LA Family Center |
| 205 | 12/8/05 | A | Beaches & Harbors | 250,000 | S&S | Facilities maintenance-Dockweiler transformer replacement. |
| 224 | 1/11/06 | | Ombudsman | 25,000 | S&S | Various S&S items - money usesd to cover Ombudsman's share of utility costs from Parks and Recreation and to produce their Strategic Plan. |
| 235 | 1/12/06 | | Mental Health | 100,000 | S&S | Realignment of various appropriations |
| 249 | 2/7/06 | | Consumer Affairs | 386,000 | S&S and Fixed Assets | To purchase various professional services and equipment for the implementation of grant programs and to meet operational needs. |
| | 1/19/06 | A | Parks & Rec | 250,000 | S&S | To fund one-time start-up costs for new facilities and unanticipated incurred costs, including replacement of the Hart Park domestic water tank, replacement of roof sheathing at Alondra Park, and emergency repair of a damaged backflow prevention device that provides domestic water to the restrooms and drinking fountains at Whittier Narrows Recreation Area. |
| 263 | 2/3/06 | A | Superior Court | 11,000 | S&S | Pace upgrade |
| 264 | 2/3/06 | A | Superior Court | 20,000 | S&S | Facilities maintenance |
| 269 | 2/10/06 | A | Agricultural Comm | 250,000 | Fixed Assets | Vehicles |
| 272 | 2/14/06 | A | Regional Planning | 150,000 | Fixed Assets | New DRP GIS data server will provide storage for the new LAR-IAC digital imagery products and will be served to staff through the DRP Family of GIS Web Mapping Applications. This large volume of data needs to be stored locally for speed and access issues. |
| 276 | 2/28/06 | A | ISD | 250,000 | Fixed Assets | Purchase IT equipment for eCAPS |
| 277 | 2/28/06 | A | Health Services - Cal Child Services | 200,000 | Fixed Assets | Purchase new mail machine for the California Children's Services program. |
| 284 | 3/7/06 | | Agricultural Comm | 500,000 | S&S and Fixed Assets | Purchase vehicles, lab and testing equipment |
| 293 | 3/22/06 | A | District Attorney | 250,000 | S&S | Costs for Digital Archives Project |
| 295 | 3/23/06 | A | Public Defender | 250,000 | S&S | Costs for County Counsel litigation |
| 297 | 3/24/06 | A | Beaches & Harbors | 250,000 | S&S | Facilities maintance-Venice Lifeguard headquarters fire damage; Dockweiler parking wheel stops; Manhattan Beach-bike path transition. |

# FY 2005-06 SALARIES AND EMPLOYEE BENEFITS BUDGET ADJUSTMENTS

| Budget Adjustment Number | Date | Action Budget Adjust (*) | Department | S&EB Savings Amount | Transferred to Other Appropriation | Description |
|---|---|---|---|---|---|---|
| 299 | 3/28/06 | A | Museum of Art | 150,000 | S&S | Higher than anticipated utility costs. |
| 303 | 3/30/06 | A | Community & Sr Services | 250,000 | S&S | Audit Services costs |
| 308 | 4/5/06 | | Sheriff | 3,596,000 | S&S and Fixed Assets | Reflects funding for police supplies, miscellaneous equipment (medical, kitchen, computer, office), Livescan machines, air handler units, and vehicles. |
| 311 | 4/5/06 | A | Military & Veterans Affairs | 65,000 | S&S | Patriotic Hall maintenance due to pipe leakages which flooded the electrical panels of the security system. |
| 316 | 4/12/06 | | Parks & Rec | 1,464,000 | S&S | To fund one-time start-up costs for new facilities and unanticipated incurred costs, including replacement of the Hart Park domestic water tank, replacement of roof sheathing at Alondra Park, and emergency repair of a damaged backflow prevention device that provides domestic water to the restrooms and drinking fountains at Whittier Narrows Recreation Area. |
| 324 | 4/13/06 | | TTC | 225,000 | Building & Improvement | Refurbish & reconfiguration of 1st floor office space. This constitutes a 15% contingency that was not included in the original capital project budget. |
| 330 | 4/13/06 | | Parks & Rec | 2,289,000 | S&S | To fund extraordinary maintenance projects for 13 parks that were identified in the Strategic Asset Management Plan, but were inadvertently left out of the Enhancing Parks Services funding provided to the Department in FY 2005-06. The parks include Obregon, Del Aire, El Cariso, Pathfinder, and Val Verde parks. |
| 338 | 4/18/06 | A | Ombudsman | 35,000 | S&S | Purchase various S&S items - Purchase of fax machine, upgrade of telephones, publication of annual report, conference registration fees and replacement of other antiquated/broken equipment. |
| 339 | 4/18/06 | | TTC | 300,000 | Fixed Assets | Mail Inserter machine. TTC had orginally budgeted money in fixed assets for this purchase. However, funding was used to purchase other equipment to address unanticipated needs. |
| 341 | 4/18/06 | A | Superior Court | 20,000 | S&S | Facilities maintenance |
| 348 | 4/24/06 | A | Affirmative Action | 43,000 | Fixed Assets | Implement Hall of Administration renovation project |
| 353 | 5/16/06 | | Parks & Rec | 1,766,000 | S&S | To fund actual increases in water, gas, and electricity rates, and contracts for technical services related to deferred maintenance contracts while additional new staff positions were approved and recruited. |
| | | | **Total General Fund** | **$15,523,000** | | |

# FY 2005-06 SALARIES AND EMPLOYEE BENEFITS BUDGET ADJUSTMENTS

| Budget Adjustment Number | Date | Action Budget Adjust (*) | Department | S&EB Savings Amount | Transferred to Other Appropriation | Description |
|---|---|---|---|---|---|---|
| ENTERPRISE HOSPITALS | | | | | | |
| 171 | 10/18/05 | | MLK/Drew Med Ctr | 5,722,000 | S&S | To extend the Navigant contract, on a month to month basis, up to an additional six months and augment contract obligation needed for transitioning the management of KDMC from Navigant to County staff in support of bringing KDMC in compliance with JCAHO standards and CMS Conditions of Participation and to maintain and sustain achieved progress. |
| 204 | 12/8/05 | | LAC+USC Medical Center | 700,000 | LAC+USC Replacement | Critical need to fund capital project, wireless system infrastructure for new Replacement Facility in core laboratory redesign, scheduled for opening in 2007. |
| 267 | 2/8/06 | | Enterprise-LAC+USC | 620,000 | Cap Project (J17) | Critical need to fund capital project of new Replacement Facility for Pharmacy change order request to ensure compliance with USP 797 standards for clean rooms and compounding of sterile preparations, which must be in full compliance upon opening the new facility. |
| 279 | 3/17/06 | A | LAC+USC Medical Center | 723,000 | S&S and Fixed Assets | Harris & Rodde Census Reduction Settlement agreement enablers for Urgent Access and Diagnostic Center and Hudson CHC Surgery Expansion. |
| 312 | 4/5/06 | | Enterprise-Southwest Cluster | 24,749,000 | S&S | To fund Nursing Registries Usage, 16% Efficiencies reversal due to shortfall. Adjustment critical in effort to continue to restructure SW clinical operations and prepare for survey conducted by CMS. |
| 335 | 4/13/06 | A | Harbor/UCLA Med Ctr | 250,000 | Fixed Assets | To fund purchase of portable equipment, which the Department has identified is critical to maintaining patient safety standards and accreditation status. |
| | | | **Total Enterprise Hospitals** | **$32,764,000** | | |

## FY 2005-06 SALARIES AND EMPLOYEE BENEFITS BUDGET ADJUSTMENTS

| Budget Adjustment Number | Date | Action Budget Adjust (*) | Department | S&EB Savings Amount | Transferred to Other Appropriation | Description |
|---|---|---|---|---|---|---|
| SPECIAL FUNDS/SPECIAL DISTRICTS | | | | | | |
| 26 | 9/16/05 | | Fire Dept | 453,000 | Fixed Assets | Purchase 12 fire engines - reflects supplemental funding required to replace aging fire engines that are no longer mechanically reliable and are beyond economical repair. |
| 149 | 9/13/05 | | Public Library | 20,000 | S&S | Position allocations being transferred to S&S |
| 288 | 3/16/06 | A | Public Library | 110,000 | Other Charges | Funding for two unanticipated settlement cases. |
| 317 | 4/12/06 | A | Fire Dept | 110,000 | S&S | Consulting services - reflects temporary consultant services due to two critical position vacancies in the Training and Communications Section that provides updated training and communication skills to firefighters and other emergency personnel. As soon as these vacancies are filled the temporary consultants will no longer be necessary. |
| | | | **Total Special Funds/Districts** | **$693,000** | | |
| | | | **GRAND TOTAL** | **$48,980,000** | | |

* Action Budget Adjustments include transfers within budget units up to $250,000 per quarter, appropriation adjustments within the Trial Court Operations, and transfers of appropriations up to $1.0 million per quarter with Health Services and Enterprise Fund Hospital budget units.