

## INFORMATION SERVICES DEPARTMENT

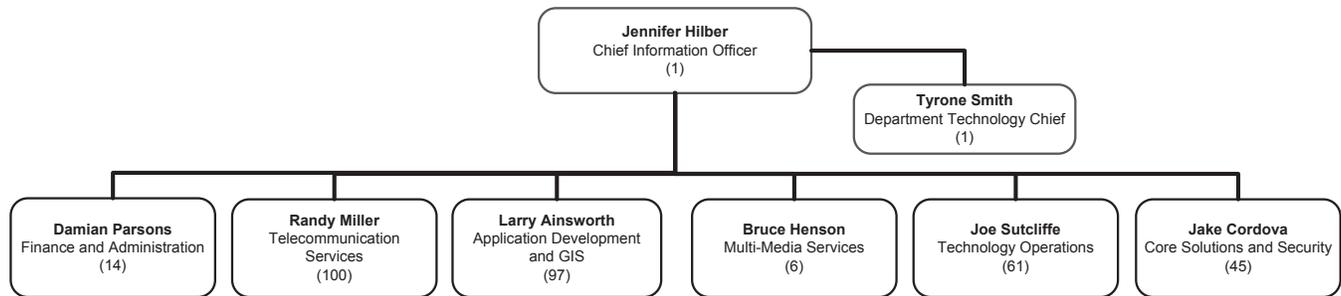
### Jennifer Hilber

#### DEPARTMENT MISSION STATEMENT

*The Information Services Department provides contemporary, innovative, secure and accessible technology in computer, media and communication services in the most cost effective manner, enabling departments and agencies to accomplish the mission of San Bernardino County.*



#### ORGANIZATIONAL CHART



#### 2015-16 SUMMARY OF BUDGET UNITS

	2015-16					
	Requirements	Sources	Net County Cost	Use of / (Contribution to) Fund Balance	Use of / (Contribution to) Net Position	Staffing
<b>General Fund</b>						
GIS & Multi-Media Services	2,387,498	216,872	2,170,626			15
Total General Fund	2,387,498	216,872	2,170,626			15
<b>Internal Service Funds</b>						
Computer Operations	28,400,551	25,814,858			2,585,693	122
Telecommunications Services	34,871,794	29,533,178			5,338,616	100
Application Development	14,188,908	14,384,565			(195,657)	88
Total Internal Service Funds	77,461,253	69,732,601			7,728,652	310
<b>Total - All Funds</b>	<b>79,848,751</b>	<b>69,949,473</b>	<b>2,170,626</b>	<b>0</b>	<b>7,728,652</b>	<b>325</b>

#### 2014-15 MAJOR ACCOMPLISHMENTS

- Upgraded data center network capacity to accommodate the expansion of the server infrastructure.
- Completed the upgrade of 6 mountain location radio sites to digital capable as part of the Public Safety Radio System upgrade project.
- Implemented a Countywide fee development and tracking application.
- Implemented a Countywide contracts tracking system.
- Implemented an enterprise content management system called FileNet.



### DEPARTMENT PERFORMANCE MEASURES

COUNTY GOAL: OPERATE IN A FISCALLY-RESPONSIBLE AND BUSINESS-LIKE MANNER		Measure	2013-14 Actual	2014-15 Target	2014-15 Actual	2015-16 Target
OBJECTIVE	Implement information management best-practices that will fully utilize available technology, unify platforms and move toward a standardized enterprise approach.	Percentage of current year's task for migration to VOIP technology completed.	75%	100%	79%	100%
STRATEGY	Unify the County's enterprise telecommunication services by improving functionality and supportability. For 2015-16, implement year three of a seven year project to convert 14% (2,899) of all County telephones to Voice Over Internet Protocol (VOIP) technology.					
COUNTY GOAL: OPERATE IN A FISCALLY-RESPONSIBLE AND BUSINESS-LIKE MANNER		Measure	2013-14 Actual	2014-15 Target	2014-15 Actual	2015-16 Target
OBJECTIVE	Implement information management best-practices that will fully utilize available technology, unify platforms and move toward a standardized enterprise approach.	Percentage scheduled uptime availability for Data Center.	100%	100%	100%	100%
STRATEGY	To provide a high availability Data Center infrastructure to house critical equipment that supports the County's mission.					
COUNTY GOAL: OPERATE IN A FISCALLY-RESPONSIBLE AND BUSINESS-LIKE MANNER		Measure	2013-14 Actual	2014-15 Target	2014-15 Actual	2015-16 Target
OBJECTIVE	Implement information management best-practices that will fully utilize available technology, unify platforms and move toward a standardized enterprise approach.	Percentage scheduled uptime availability for WAN	N/A	100%	100%	100%
STRATEGY	To provide a high availability and secure Wide Area Network (WAN) infrastructure for efficient and secure transmission of County data that supports the County's mission.					
COUNTY GOAL: PROVIDE FOR THE SAFETY, HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS		Measure	2013-14 Actual	2014-15 Target	2014-15 Actual	2015-16 Target
OBJECTIVE	Implement information management best-practices that will fully utilize available technology, unify platforms and move toward a standardized enterprise approach.	Percentage of current year's task for the 800 MHz system upgrade completed.	N/A	100%	100%	100%
STRATEGY	To improve public safety by upgrading the County's 800 MHz Public Safety radio system to digitally capable. The workplan for 2015-16 is to complete the upgrade of the County's microwave network and conversion of subscriber radio fleets to operate digitally.					



## GIS & Multi-Media Services

### DESCRIPTION OF MAJOR SERVICES

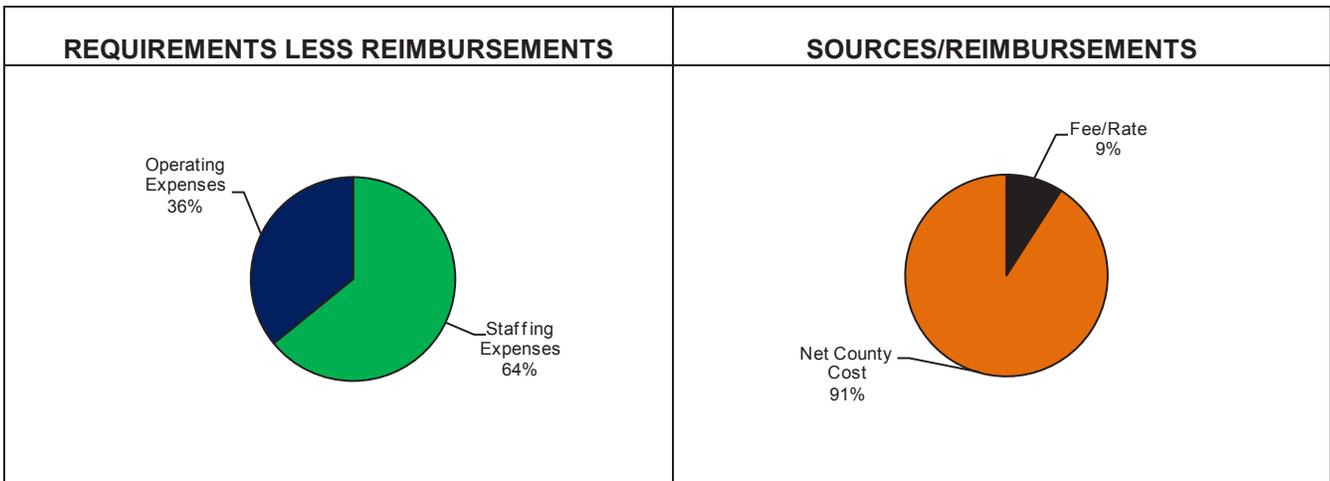
The Information Services Department's (ISD) Geographical Information System (GIS) team provides geographical data products and services to all GIS stakeholders, including County departments and other regional government entities. The County frequently uses GIS aerial imagery to readily respond with accurate information to daily requests and emergency situations as needed. The County's populated areas and landscapes change from year to year resulting in necessary updates to GIS data. This data is collected by aerial photography taken by flyovers of the County.

Budget at a Glance	
Requirements Less Reimbursements	\$2,387,498
Sources/Reimbursements	\$216,872
Net County Cost	\$2,170,626
Total Staff	15
Funded by Net County Cost	91%

ISD's Multimedia Services (MMA) provides support to the Clerk of the Board for Board of Supervisor meetings that typically occur on a bi-weekly basis. The division also supports other types of meetings including, but not limited to, Assessment Appeal Hearings, Planning Commission, Board Committee meetings, and other general meetings.

A major upgrade of the Board Chamber's audio-visual equipment is planned for next year.

### 2015-16 ADOPTED BUDGET



### ANALYSIS OF 2015-16 ADOPTED BUDGET

GROUP: Administration  
 DEPARTMENT: Information Services  
 FUND: General

BUDGET UNIT: AAA ISD  
 FUNCTION: General  
 ACTIVITY: Other General

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Final Budget	2015-16 Adopted Budget	Change From 2014-15 Final Budget
<b>Requirements</b>							
Staffing Expenses	10,761,155	11,342,860	11,854,023	984,866	1,412,144	1,523,999	111,855
Operating Expenses	2,391,989	3,347,472	3,015,090	930,368	966,974	852,499	(114,475)
Capital Expenditures	17,679	16,141	0	0	0	11,000	11,000
Total Exp Authority	13,170,823	14,706,473	14,869,113	1,915,234	2,379,118	2,387,498	8,380
Reimbursements	(98,395)	(24,960)	(24,998)	0	0	0	0
Total Appropriation	13,072,428	14,681,513	14,844,115	1,915,234	2,379,118	2,387,498	8,380
Operating Transfers Out	2,032,392	0	0	0	0	0	0
Total Requirements	15,104,820	14,681,513	14,844,115	1,915,234	2,379,118	2,387,498	8,380
<b>Sources</b>							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	0	0	0	0	0	0	0
Fee/Rate	7,977,209	7,059,395	12,873,763	232,087	216,872	216,872	0
Other Revenue	0	125,528	0	863	0	0	0
Total Revenue	7,977,209	7,184,923	12,873,763	232,950	216,872	216,872	0
Operating Transfers In	0	0	0	0	0	0	0
Total Financing Sources	7,977,209	7,184,923	12,873,763	232,950	216,872	216,872	0
Net County Cost	7,127,611	7,496,590	1,970,352	1,682,284	2,162,246	2,170,626	8,380
Budgeted Staffing*	91	94	100	13	13	15	2

\*Data represents final budgeted staffing

### MAJOR EXPENDITURES AND REVENUE IN 2015-16 ADOPTED BUDGET

Staffing expenses of \$1.5 million make up the majority of the department's expenditures within this budget unit. These expenses are necessary to provide GIS and MMA services. Sources of \$216,872 are comprised of revenue from Board of Supervisor's approved fees/rates for Street Network Subscriptions and tract maps. ISD is working to identify and develop metrics to allow for the costs to maintain and support GIS be recovered via a billable rate similar to other County enterprise computer systems.

### BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are increasing by \$8,380 primarily due to increased staffing expenses resulting from the addition of 1 Systems Development Division Chief and 1 Multimedia Coordinator transferred in from other budget units to better align the positions and functions within the divisions. These increases are offset by a decrease in operating expenses primarily due to a decrease in transfers out for internal overhead costs.



**2015-16 POSITION SUMMARY\***

Division	2014-15 Final Staffing	Adds	Deletes	Reorgs	2015-16 Adopted	Limited	Regular
Geographic Information Services	9	0	0	0	9	0	9
Multi Media Services	4	2	0	0	6	0	6
Total	13	2	0	0	15	0	15

\*Detailed classification listing available in Appendix D

**STAFFING CHANGES AND OPERATIONAL IMPACT**

Staffing expenses of \$1.5 million fund 15 budgeted regular positions. Budgeted staffing changes include the addition of 1 Systems Development Division Chief and 1 Multimedia Coordinator transferred in from other budget units to better align the positions and functions within the divisions.



## Computer Operations

### DESCRIPTION OF MAJOR SERVICES

The Computer Operations Division (Division) provides enterprise data center services and a portion of the County's communications services to County departments on a 24/7 basis. The Division is comprised of three sections: Finance and Administration, Technology Operations, and Core Solutions and Security. This budget unit is an internal service fund, which allows for net assets available at fiscal year-end to be carried over to the next fiscal year to be used as working capital or for replacement of fixed assets and capital improvement projects.

Budget at a Glance	
Requirements Less Reimbursements	\$37,529,716
Sources/Reimbursements	\$34,944,023
Use of / (Contribution To) Net Position	\$2,585,693
Total Staff	122

Finance and Administration provides support to the entire Information Services Department (ISD) for processes related to budget, contract administration, rate/fee development, accounts payable, and accounts receivable.

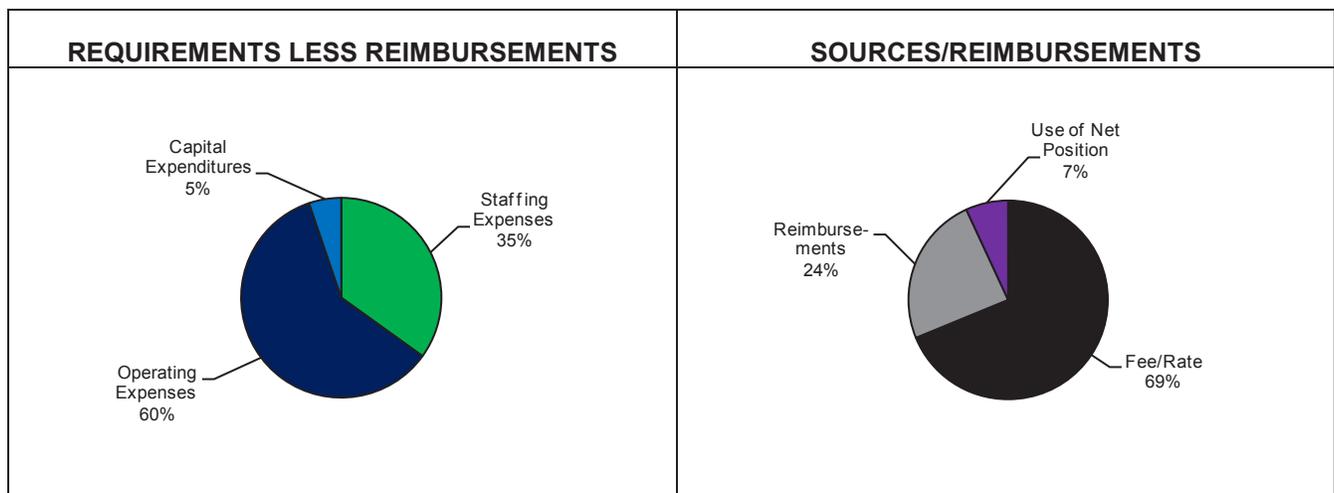
Technology Operations provides for the design, operation, maintenance and administration of the County's Enterprise Data Center which supports the County's enterprise server and includes server management for physical and virtual servers, integrated document imaging infrastructure for digitizing paper records, and print operations for bulk printing functions required by the County.

Core Solutions and Security provides the County with global email, security direction and technology policies and procedures, handles service requests and technical services that support desktop communications and functions across the County, and assists departments in ensuring that their technology and business objectives are achieved.

Two major projects for the Computer operations division for 2015-16 are:

- The migration of the ISD enterprise email system to the latest Microsoft email platform to accommodate growth demands in service.
- The expansion of the disaster recovery infrastructure and capacity at the High Desert Government Center increasing the post disaster availability of a number of critical systems and services.

### 2015-16 ADOPTED BUDGET



## ANALYSIS OF 2015-16 ADOPTED BUDGET

GROUP: Administration  
DEPARTMENT: Information Services  
FUND: Computer Operations

BUDGET UNIT: IAJ ALL  
FUNCTION: General  
ACTIVITY: Other General

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Final Budget	2015-16 Adopted Budget	Change From 2014-15 Final Budget
<b>Requirements</b>							
Staffing Expenses	12,902,333	12,575,414	13,131,887	12,329,898	13,386,443	13,112,041	(274,402)
Operating Expenses	16,935,909	15,754,173	15,093,589	16,085,353	19,534,728	22,458,675	2,923,947
Capital Expenditures	2,881,538	1,992,759	2,280,292	2,062,798	2,360,501	1,959,000	(401,501)
Total Exp Authority	32,719,780	30,322,346	30,505,768	30,478,049	35,281,672	37,529,716	2,248,044
Reimbursements	(9,355,319)	(9,906,552)	(7,885,881)	(9,179,635)	(8,277,623)	(9,129,165)	(851,542)
Total Appropriation	23,364,461	20,415,794	22,619,887	21,298,414	27,004,049	28,400,551	1,396,502
Operating Transfers Out	1,017,913	584,079	(214,539)	0	0	0	0
Total Requirements	24,382,374	20,999,873	22,405,348	21,298,414	27,004,049	28,400,551	1,396,502
<b>Sources</b>							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	0	0	0	0	0	0	0
Fee/Rate	20,701,019	19,077,053	21,401,742	22,525,344	21,973,042	25,814,858	3,841,816
Other Revenue	0	82,711	30,753	204,405	0	0	0
Total Revenue	20,701,019	19,159,764	21,432,495	22,729,749	21,973,042	25,814,858	3,841,816
Operating Transfers In	0	133,300	0	0	289,905	0	(289,905)
Total Financing Sources	20,701,019	19,293,064	21,432,495	22,729,749	22,262,947	25,814,858	3,551,911
<b>Net Position</b>							
Use of/ (Contribution to) Net Position	3,681,355	1,706,809	972,853	(1,431,335)	4,741,102	2,585,693	(2,155,409)
Est. Net Position Available					1,693,335	5,280,079	3,586,744
Total Net Position					6,434,437	7,865,772	1,431,335
Budgeted Staffing*	130	122	117	120	120	122	2

\*Data represents final budgeted staffing

## MAJOR EXPENDITURES AND REVENUE IN 2015-16 ADOPTED BUDGET

Major expenditures include staffing expenses and operating expenses. Staffing expenses of \$13.1 million are necessary to provide support for the County's mainframe and other servers, data storage and replication, and technical services that support the wireless device infrastructure. Operating expenses of \$22.5 million include \$9.7 million in services and supplies for computer software, application development support and maintenance, and equipment maintenance; and transfers out of \$9.8 million to fund capital improvement projects, internal cost allocation, and costs associated with shared positions.

Sources of \$25.8 million are comprised of revenue from Board of Supervisor's approved fees/rates for central computer and other information technology services paid by County departments, Board-Governed Special Districts, and County Service Areas.

## BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are increasing by \$1.4 million primarily due to an increase in application development support services for the EMACS payroll system and an increase in requirements for software user licenses that were previously charged directly to departments as operating expenses. The software user licenses will now be recognized as requirements in this budget unit and billed to departments. Payments will be recognized as rate revenue in this budget unit.

Sources are increasing by \$3.6 million due to service rate and customer utilization increases and an increase in rate revenue for software licenses previously recognized as operating expenses in individual department budget units.



### ANALYSIS OF NET POSITION

Beginning net position for 2015-16 is \$7.9 million with available net position of \$5.3 million, reflecting the use of net position of \$2.6 million for one-time funding for Capital Improvement Projects and fixed asset requirements. This budget unit recovers \$1.3 million in depreciation via service rates to contribute to net assets which covers replacement of fixed assets. Any surplus of revenue received in excess of expenditures is contributed to net assets to fund future one-time capital improvement expenditures and fixed assets requirements.

### 2015-16 POSITION SUMMARY\*

Division	2014-15	Adds	Deletes	Re-Orgs	2015-16	Limited	Regular
	Final Staffing				Adopted		
Enterprise Processing	21	3	-1	3	26	0	26
Central Imaging	11	0	0	-3	8	0	8
Finance and Administration	15	1	-2	2	16	0	16
EMACS Support	1	0	0	0	1	0	1
Enterprise Printing	7	0	0	-2	5	0	5
Server Management	20	2	-2	1	21	0	21
Core Solutions and Security	45	2	-1	-1	45	0	45
<b>Total</b>	<b>120</b>	<b>8</b>	<b>-6</b>	<b>0</b>	<b>122</b>	<b>0</b>	<b>122</b>

\*Detailed classification listing available in Appendix D

### STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$13.1 million fund 122 budgeted regular positions. Changes in budgeted staffing include the addition of the following 8 regular budgeted positions to address an increased workload related to infrastructure, enterprise server, and desktop support services:

- 1 Information Systems Manager
- 2 Systems Support Analyst II
- 2 Systems Support Analyst III
- 1 IT Technical Assistant
- 1 System Support Supervisor
- 1 Computer Operator III

In addition to the staffing increases above, the following 6 regular positions are deleted as a result of an assessment of the Division’s workload and functions:

- 1 Business Application Manager
- 1 Systems Development Division Chief
- 1 Computer Facilities Specialist
- 2 Programmer Analyst III
- 1 Systems Development Team Leader

Lastly, 2 Product Specialist positions are being reclassified to Application Specialist positions to better reflect the assigned responsibilities and duties of the positions.



## Telecommunication Services

### DESCRIPTION OF MAJOR SERVICES

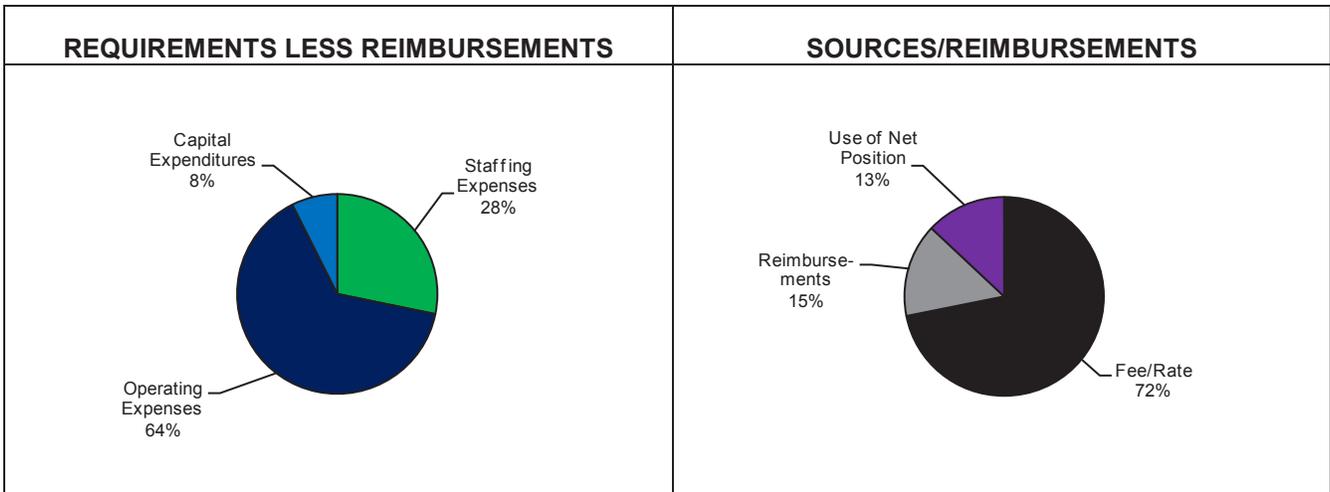
The Telecommunication Services Division (Division) provides for the design, operation, maintenance, and administration of the County's telecommunication phone network; the County's Regional Public Safety Radio System that integrates all Countywide sheriff, police, and fire emergency radio dispatch capabilities; paging system; and the Wide Area Network (WAN) that securely joins County users together for the efficient use of technology. The Division manages the County's microwave system that provides transport capabilities for each of the individual systems listed above. This budget unit is an internal service fund, which allows for net assets available at fiscal year-end to be carried over to the next fiscal year to be used as working capital or for replacement of fixed assets and capital improvement projects.

Budget at a Glance	
Requirements Less Reimbursements	\$41,112,337
Sources/Reimbursements	\$35,773,721
Use of / (Contribution To) Net Position	\$5,338,616
Total Staff	100

The County's Regional Public Safety Radio System is in the process of being upgraded. Ongoing discretionary general funding of \$17.9 million continues to be allocated for the upgrade project. The estimated cost of the project is \$158.2 million. \$84.0 million has been funded to date and an additional \$26.4 million is funded in 2015-16. Approximately \$61.4 million has been expended to date. The County has received and deployed radio equipment from Motorola at various sites. The primary focus of this project for 2015-16 will be to receive and install microwave equipment to complete the upgrade of the microwave system portion of the project.

Other initiatives for the Division are to upgrade the WAN backbone infrastructure to increase bandwidth to accommodate additional web-based applications such as the new Financial Accounting and Land Use enterprise systems.

### 2015-16 ADOPTED BUDGET



**ANALYSIS OF 2015-16 ADOPTED BUDGET**

GROUP: Administration  
 DEPARTMENT: Information Services  
 FUND: Telecommunication Services

BUDGET UNIT: IAM ALL  
 FUNCTION: General  
 ACTIVITY: Other General

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Final Budget	2015-16 Adopted Budget	Change From 2014-15 Final Budget
<b>Requirements</b>							
Staffing Expenses	9,359,269	9,566,422	9,783,573	9,916,345	11,349,808	11,609,629	259,821
Operating Expenses	17,628,456	18,582,267	21,593,329	18,847,230	21,925,001	26,457,708	4,532,707
Capital Expenditures	3,458,037	3,778,000	2,716,351	1,788,967	3,550,000	3,045,000	(505,000)
Total Exp Authority	30,445,762	31,926,689	34,093,253	30,552,542	36,824,809	41,112,337	4,287,528
Reimbursements	(5,417,235)	(5,813,558)	(5,877,488)	(6,306,560)	(6,674,976)	(6,240,543)	434,433
Total Appropriation	25,028,527	26,113,131	28,215,765	24,245,982	30,149,833	34,871,794	4,721,961
Operating Transfers Out	1,028,498	205,948	0	0	0	0	0
Total Requirements	26,057,025	26,319,079	28,215,765	24,245,982	30,149,833	34,871,794	4,721,961
<b>Sources</b>							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	196,774	0	0	0	0	0	0
Fee/Rate	22,978,092	25,699,407	25,919,917	27,230,421	28,622,266	29,533,178	910,912
Other Revenue	(17,628)	351,500	94,531	230,977	300,000	0	(300,000)
Total Revenue	23,157,238	26,050,907	26,014,448	27,461,398	28,922,266	29,533,178	610,912
Operating Transfers In	2,032,392	0	0	0	0	0	0
Total Financing Sources	25,189,630	26,050,907	26,014,448	27,461,398	28,922,266	29,533,178	610,912
<b>Net Position</b>							
Use of/ (Contribution to) Net Position	867,395	268,172	2,201,317	(3,215,416)	1,227,567	5,338,616	4,111,049
Est. Net Position Available					14,669,139	13,773,506	(895,633)
Total Net Position					15,896,706	19,112,122	3,215,416
Budgeted Staffing*	97	92	96	98	98	100	2

\*Data represents final budgeted staffing

**MAJOR EXPENDITURES AND REVENUE IN 2015-16 ADOPTED BUDGET**

Major expenditures include staffing expenses and operating expenses. Staffing expenses of \$11.6 million fund positions that are responsible for the maintenance and administration of the County's telephone network, radio system, paging system, Wide Area Network, and the Countywide microwave system. Operating expenses of \$26.5 million include services and supplies of \$13.5 million for telephone, radio system, WAN, and other communications related costs, including computer software, application development support and maintenance, and equipment maintenance. Also included in operating expenses are transfers out of \$12.2 million to fund capital improvement projects, internal cost allocation, and costs associated with shared positions.

Sources of \$29.5 million include revenue from Board of Supervisor's approved fees/rates for services the Division provides, including telephone, wide area network, microwave transport, and radio systems to internal and external departments and agencies.

**BUDGET CHANGES AND OPERATIONAL IMPACT**

Requirements are increasing by \$4.7 million primarily due to a capital improvement project for additional warehouse space that will include specialty vehicle storage and office space, increased costs for circuit bandwidth capacity and maintenance, and support costs for telephone Voice Over Internet Protocol (VOIP) equipment. Additionally, requirements are increasing due to the elimination of County department reimbursements for maintenance and support costs for network equipment.

Sources are increasing by \$610,912 due to service rate and customer utilization increases and increased revenue for customer maintenance and support of network equipment that was previously budgeted as a reimbursement.



## ANALYSIS OF NET POSITION

Beginning net position for 2015-16 is \$19.1 million with available net position of \$13.8 million, reflecting the use of net position of \$5.3 million for one-time funding of capital improvement projects and fixed asset requirements. This budget unit recovers \$2.6 million in depreciation via service rates to contribute to net assets to cover replacement of fixed assets. Any surplus of revenues received in excess of expenditures are contributed to net assets to fund future one-time capital improvement expenditures and fixed assets requirements.

### 2015-16 POSITION SUMMARY\*

Division	2014-15 Final Staffing	Adds	Deletes	Re-Orgs	2015-16 Adopted	Limited	Regular
Data Cabling	15	0	0	0	15	0	15
Management Services	6	0	0	0	6	0	6
Transport Operations	8	0	0	0	8	0	8
Radio Access	18	3	-1	0	20	0	20
Radio Subscriber Maintenance	4	0	-1	2	5	0	5
Time and Materials	4	0	0	-2	2	0	2
Telephone Operations	29	1	0	0	30	0	30
Wide Area Network	8	0	0	0	8	0	8
Warehouse Operations	6	1	-1	0	6	0	6
<b>Total</b>	<b>98</b>	<b>5</b>	<b>-3</b>	<b>0</b>	<b>100</b>	<b>0</b>	<b>100</b>

\*Detailed classification listing available in Appendix D

## STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$11.6 million fund 100 budgeted regular positions. Changes in budgeted staffing include the addition of the following 5 regular positions due to an increased workload for telecommunication projects, radio repair and installation, radio services, and warehouse operations:

- 1 Telecommunications Engineer II
- 1 Communications Technician I
- 1 800 MHz Analyst
- 1 System Support Analysts III
- 1 Equipment Parts Specialist I

In addition to the staffing increases above, the following 3 regular positions are deleted as a result of an assessment of the Division’s workload and functions:

- 1 Multimedia Coordinator
- 1 Storekeeper
- 1 Network Analyst

Lastly, 3 Network Analyst positions are being reclassified to System Support Analyst III positions to reflect the responsibilities and duties of the positions.



## Application Development

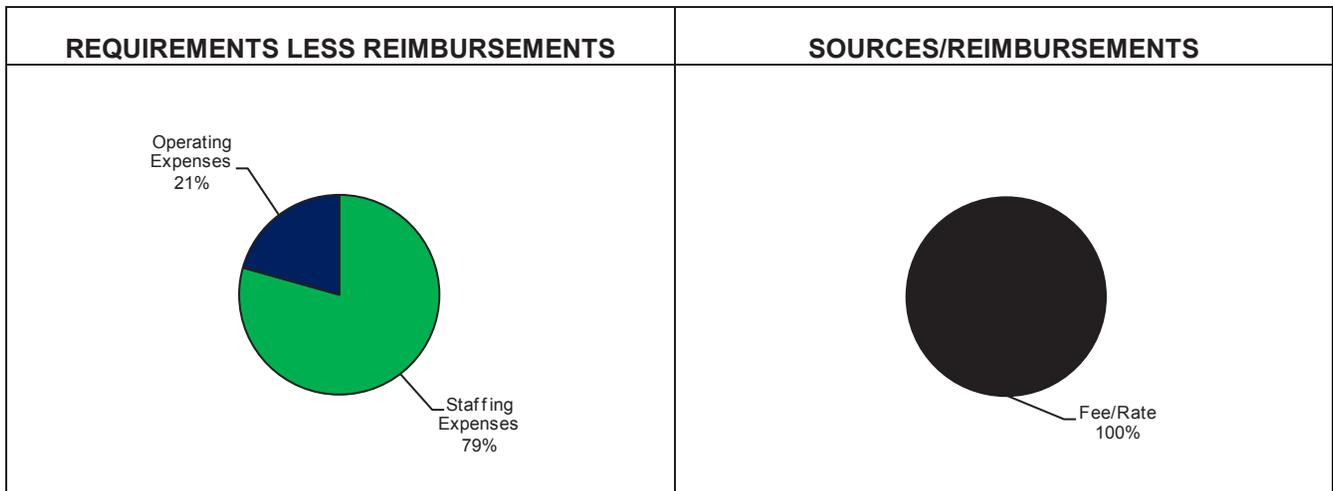
### DESCRIPTION OF MAJOR SERVICES

The Application Development division provides support for County departments as they develop, enhance and maintain business applications on a variety of hardware and software platforms. These applications include the County's enterprise accounting, payroll, budget, personnel, document imaging, public websites, and many other business line systems. ISD consults with departments to identify cost effective ways of conducting business and often provides process reviews, cost analysis, and overall recommendations in the acquisition and integration of new systems. Large scale information technology projects for the Application Development division next year include continuing the implementation of the new Land Use enterprise system and replacement of the new Financial Accounting System.

Budget at a Glance	
Requirements Less Reimbursements	\$14,188,908
Sources/Reimbursements	\$14,384,565
Use of / (Contribution To) Net Position**	(\$195,657)
Total Staff	88

This budget unit is an internal service fund that primarily provides services to County departments and recovers costs via a billable hourly programming rate.

### 2015-16 ADOPTED BUDGET



\*\*Contribution to Net Position appears as a negative number and increases Estimated Net Position Available



## ANALYSIS OF 2015-16 ADOPTED BUDGET

GROUP: Administration  
 DEPARTMENT: Information Services  
 FUND: Application Development

BUDGET UNIT: IPD ISD  
 FUNCTION: General  
 ACTIVITY: Other General

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Final Budget	2015-16 Adopted Budget	Change From 2014-15 Final Budget
<b>Requirements</b>							
Staffing Expenses	0	0	0	10,286,753	11,157,918	11,262,419	104,501
Operating Expenses	0	0	0	2,427,035	2,804,286	2,926,489	122,203
Capital Expenditures	0	0	0	0	0	0	0
Total Exp Authority	0	0	0	12,713,788	13,962,204	14,188,908	226,704
Reimbursements	0	0	0	(1,805,106)	(355,246)	0	355,246
Total Appropriation	0	0	0	10,908,682	13,606,958	14,188,908	581,950
Operating Transfers Out	0	0	0	0	0	0	0
Total Requirements	0	0	0	10,908,682	13,606,958	14,188,908	581,950
<b>Sources</b>							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	0	0	0	0	0	0	0
Fee/Rate	0	0	0	14,430,444	13,606,958	14,384,565	777,607
Other Revenue	0	0	0	9,496	0	0	0
Total Revenue	0	0	0	14,439,940	13,606,958	14,384,565	777,607
Operating Transfers In	0	0	0	0	0	0	0
Total Financing Sources	0	0	0	14,439,940	13,606,958	14,384,565	777,607
<b>Net Position</b>							
Use of/ (Contribution to) Net Position**	0	0	0	(3,531,258)	0	(195,657)	(195,657)
Est. Net Position Available					2,000,000	5,726,915	3,726,915
Total Net Position					2,000,000	5,531,258	3,531,258
Budgeted Staffing*	0	0	0	87	87	88	1

\*Data represents final budgeted staffing

\*\*Contribution to Net Position appears as a negative number and increases Estimated Net Position Available

## MAJOR EXPENDITURES AND REVENUE IN 2015-16 ADOPTED BUDGET

Staffing expenses of \$11.3 million account for the majority of the requirements and are necessary to support business systems and applications.

Sources of \$14.4 million are comprised of revenue from Board of Supervisor's approved fees/rates for maintenance and support of computer applications and systems for County departments and external customers.

## BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are increasing by \$581,950 primarily due to an increase in costs for general liability insurance and desk top support, and the elimination of reimbursements for programming staff assigned to the Department of Behavioral Health and internal overhead costs.

Sources are increasing by \$777,607 primarily due to an increase in billable staff and associated billable hours; revenue for 2 Programmers previously funded by reimbursements, and revenue from the new Business Systems Analyst for programming services rendered.

## ANALYSIS OF NET POSITION

Beginning net position for 2015-16 is \$5.5 million with available net position of \$5.7 million reflecting a contribution to net position of \$195,657. The contribution represents anticipated revenues in excess of requirements from billable hours for programming services that is needed to repay the loan from the Telecommunication Services fund (IAM ISD). This loan was established to cover operating expenses for the Application Development ISF, which was created in 2014-15.



**2015-16 POSITION SUMMARY\***

Division	2014-15 Final Staffing	Adds	Deletes	Re-Orgs	2015-16 Adopted	Limited	Regular
Application Development	87	2	-1	0	88	0	88
Total	87	2	-1	0	88	0	88

\*Detailed classification listing available in Appendix D

**STAFFING CHANGES AND OPERATIONAL IMPACT**

Staffing expenses of \$11.3 million fund 88 budgeted regular positions. Changes to budgeted staffing include the addition of 2 regular positions including 1 Business Application Manager position transferred in from another budget unit to better align the position and functions within the divisions, and 1 Business Systems Analyst position as a result of an assessment of the Division’s workload.

In addition to the staffing increases above, 1 Contract Systems Development Team Leader position was deleted as a result of an assessment of the Division’s workload.

