

**MEMORANDUM**

February 8, 2021

**TO:** Health and Human Services Committee

**FROM:** Linda McMillan, Senior Legislative Analyst  
 Vivian Yao, Legislative Analyst  
 Naeem Mia, Legislative Analyst

**SUBJECT: FY21 Savings Plan: Round 2**

**PURPOSE:** Make Committee recommendations for Council Consideration

On January 15, the County Executive transmitted an FY21 Recommended Revised Spending Plan – Second Submission. The HHS Committee will consider the Executive’s recommended savings for the departments listed in the table below.

Department	FY21 Appropriation	Round 1 Savings Plan: Approved Reduction (% of original budget)	Round 2 Savings Plan: CE Recommended Reduction (% of original budget)	Council Staff Rec.
Human Rights	\$1,384,692	\$25,000 (1.8%)	\$48,049 (3.47%)	-\$48,049
Health and Human Services	\$251,454,732	2,699,857 (-1.07%)	2,590,143 (-1.03%)	-\$1,289,322

**1. Office of Human Rights (Mia)**

**Attendees:**

James Stowe, Director, Office of Human Rights  
 Phil Weeda, Office of Management and Budget

**Recommended Reductions for Office of Human Rights**

Item	Personnel Cost	Operating	CE Rec Total Reduction
Lapse Vacant Investigator II	-33,049	-15,000	<b>-48,049</b>

The Office of Human Rights recognizes lapse savings from a newly created (for FY21) position held vacant through February 2021. The position, an Investigator II, is undergoing the recruitment process and is expected to be filled sometime in February or March. The position is intended to provide support for various enforcement activities undertaken by the Office.

The position was previously proposed by the Executive for lapse savings (from October 2020, as assumed in the approved budget, to January 2021) during Round 1 Savings Plan. The Council did not accept the proposal and staff instead identified alternative savings in operating expenses (\$25,000), as filling this position was considered to be a high priority.

**Savings Plan Impact:** No impact is expected for the remainder of FY21. This item recognizes already-occurred savings in FY21.

**Council staff recommends: Approve**

**2. Department of Health and Human Services (McMillan/Yao)**

**Attendees:**

Dr. Raymond Crowel, Director, Department of Health and Human Services (DHHS)  
 Vickie Buckland, Chief Operating Officer, DHHS  
 Deborah Lambert, Office of Management and Budget  
 Lindsey Lucas, Office of Management and Budget

The Executive is recommending the Council support \$2.59 million in Savings Plan reductions. The Executive has only identified about 1% for the Department of Health and Human Services in recognition of the demands place on the department during COVID. All the savings are in operating expenses. Council staff is recommending not supporting reductions totaling \$1,300,821.

**A. Reductions Recommended by Council Staff**

<b>Item</b>	<b>Personnel Cost</b>	<b>Operating</b>	<b>CE Rec Total Reduction</b>
Realign DD Supplement to Reflect Decrease in Participation		-46,312	<b>-46,312</b>
Realign Inter-Generational Volunteer Program (Interages) to reflect projected expenditures		-15,000	<b>-15,000</b>
Reduce Supports Planning Agency Broker Position		-97,400	<b>-97,400</b>
Suspend Adult Evaluation and Review Services PT Broker Position		-20,307	<b>-20,307</b>
Realign Maternity Partnership to Reflect Updated Enrollment		-120,000	<b>-120,000</b>

<b>Item</b>	<b>Personnel Cost</b>	<b>Operating</b>	<b>CE Rec Total Reduction</b>
Realign budget for Local Health Authority		-200,000	<b>-200,000</b>
Realign Home Care budget to reflect projected expenditures		-119,500	<b>-119,500</b>
Realign Assisted Living Services to reflect projected expenditures		-158,921	<b>-158,921</b>
Reduce Brokers and Temp in Office of the Chief Operating Officer		-186,831	<b>-186,831</b>
Reduce General Fund budget for preventive mammograms and colonoscopies and provide through County Cancer Control Program		-98,527	<b>-98,527</b>
Reduce Street Outreach Operating Expenses		-25,000	<b>-25,000</b>
Reduce Early Childhood Services ECS Child Link PT Counselor Not Needed Due to COVID-Related Closures		-31,107	<b>-31,107</b>
Reduce Temporary Manpower for Child Welfare		-5,067	<b>-5,067</b>
Reduce Operating Expenses for Child Welfare		-5,300	<b>-5,300</b>
Reduce Linkages to Learning and School and Community Youth Services Contracts Due to Contractor Vacancies		-160,000	<b>-160,000</b>
<b>SUBTOTAL</b>			<b>\$1,289,272</b>

**Savings Plan Impact:** These items are generally reflective of projected savings from reduced caseloads or impacts on program activities from COVID and should have minimal or no impact.

**DD Supplement** – The number of providers that are eligible for the supplement has decreased by one. There are no reductions to other eligible organizations. No impact is expected for the remainder of FY21. This item recognizes already-occurred savings in FY21.

**Interages** – This program is jointly funded by DHHS and MCPS. This funded adjustment reflects projected expenditures, and the Jewish Council for the Aging is aware of the reduction.

**Reduce Supports Planning Agency Broker Position** – Caseload is being reduced by attrition and no clients will lose service. Other agencies under contract with the Maryland Department of Health will provide services to County residents. Service impact is minimal.

**AERS PT Broker Position** – During COVID, the broker position has been on leave and the remaining staff have been able to handle the workload. Unclear service impact from this reduction. In first Savings Plan it was noted that the shift to remote assessment during COVID has allowed nurse to increase the number of evaluations because of reduced travel time.

**Maternity Partnership** – The program is funded to serve 1,652 women for FY21. The number of women accessing the program last fiscal year and this fiscal year has been lower than expected. The \$120,000 reduction represents 152 women and funds the program at 1,500, which is a bit more than the number seen in FY20 (1,434). The County will continue to serve all eligible women who come to the program (no constraint from Savings Plan).

**Realign budget for Local Health Authority** – This reduction is based on actual spending in FY19 and FY20 for fees paid to Maryland Treatment Center for the Avery Road Combined Care Program (savings of \$100,000 of \$120,000 budget) and to the Potomac Healthcare Foundation for the Avery Road Treatment Center (savings of \$100,000 of \$180,000 budget) for clients who are uninsured or ineligible for medical assistance. Because this is based on actual past spending and current projections there should not be an impact on service.

**Realign Home Care budget to reflect projected expenditures** – In the first Savings Plan it was noted that clients had reduced demand for these services because they are fearful of someone bringing COVID into the home. Clients can request resumption of services when they are less fearful. Referrals for new service are down. This additional savings is based on current projections.

**Realign Assisted Living Services to projected expenditures** – The first Savings Plan noted that there have been fewer referrals for these services during COVID. This additional savings is based on current projections.

**Reduce Brokers and Temp in Office of the Chief Operating Officer** – based on projected savings in the Chief Operating Officer office and Fiscal office.

**Reduce General Fund for preventive mammograms and colonoscopies and provide through County Cancer Control Program** – Funding in the Montgomery Cares program for these preventive screenings would be reduced and people would be referred to the County Cancer Control Program. About \$120,000 would remain in Montgomery Cares for these screenings.

**Street Outreach Operating Expenses** - This will reduce funding annual healing informed trauma training for Positive Youth Development and Street Outreach Network staff. Council staff understands that savings were identified by providing training virtually during COVID.

**Reduce Early Childhood Services ECS Child Link PT Counselor** – Child Link work in school and in the community has ceased since March due to COVID, and it is unclear when these activities will resume.

**Reduce Temporary Manpower for Child Welfare** - The need for onsite clerical support due to position vacancies has been reduced, as well as the need for consultant services for special projects, since March 2020, when staff began to primarily telework due to the pandemic. No funds have been spent in FY21, and \$7,123 remains in the budget to cover the future cost of temporary clerical support and short-term consultants via letter contracts. The use of these remaining funds will be combined with HB669 state temporary manpower funds if there is a need for temporary manpower that exceeds the remaining County funds.

**Reduce Operating Expenses for Child Welfare** - These funds have historically been used for medical supplies and/or medical reference materials. However, since the pandemic, the program can get PPE supplies from the County stockpile. CWS will use its HB669 state office supply budget to replenish first aid kits, PPE's, hand sanitizer, female hygiene products, etc.

**Reduce Linkages to Learning and School and Community Youth Services (SCYS) Contracts** – The Department projects savings of \$160,000 in various Linkages and SCYS contracts due to contractor vacancies. The organizations have been informed all year that due to economic constraints, vacancy savings reported may be considered for one-time reductions if needed. Most recently, providers were informed that savings through November were being considered for a savings plan, and that the Department would communicate final amounts to them as soon as the plan recommendations are released by the Executive.

**Council staff recommends: Approve the above items totaling \$1,289,272.**

**B. Reductions Previously Rejected by Council – Reject Again**

<b>Item</b>	<b>Personnel Cost</b>	<b>Operating</b>	<b>CE Rec Total</b>
Reduce in person translation services due to COVID		-80,000	<b>-80,000</b>
AAHI Delayed Hiring of Community Health Worker contractors		-15,000	<b>-54,891</b>
LHI Health Promoters Program funded by Por Nuestra Salud y Bienestar		-7,628	<b>-7,628</b>
LHI Reduce “Ama tu Vida” Annual Health Fair and Newsletter due to COVID		-10,000	<b>-10,000</b>
LHI Reduce Environmental Intervention Program due to COVID		-15,000	<b>-15,000</b>
LHI Reduce Misc Operating Expenses due to COVID		-54,543	<b>-54,543</b>
AAHP Reduce funding for data services no longer needed		-47,750	<b>-47,750</b>

AAHP Reduce Misc Operating Expenses due to COVID		-19,949	<b>-19,949</b>
AAHP Reduce Facility Space due to COVID		-4,000	<b>-4,000</b>
<b>SUBTOTAL</b>			<b>-293,761</b>

In the first round of the Savings Plan the Council agreed that it did not want to reduce the appropriation for any of the Black, Indigenous, and People of Color (BIPOC) health efforts (AAHI, AAHP, and LHI). It also did not want to reduce the appropriation for any translation services. Even if the funds are not needed for these specific items because the program was not held due to COVID or there were federal funds available, the Council wanted to retain the full appropriation in case it is needed for another purpose. These are not the exactly same amounts as in the first Savings Plan, some are higher and some lower, based on updated projections but they are in the same category rejected by the Council.

**Council staff recommends: Do not support based on Council’s previous agreement not to target savings in this program areas. Items total \$293,761.**

**C. Reductions – Council Staff Recommends Non-Support**

<b>Item</b>	<b>Personnel Cost</b>	<b>Operating</b>	<b>CE Rec Total</b>
Reduce budget for Residential Rehabilitation Services Supplement		-307,060	<b>-307,060</b>
Delay Alignment of Local Behavioral Health Authority/Strategic Alignment		-100,000	<b>-100,000</b>
Reduce Child Care Subsidies Because of Lower Utilization Due to COVID		-600,000	<b>-600,000</b>
<b>SUBTOTAL</b>			<b>-1,007,060</b>

**Residential Rehabilitation Supplement** – The Executive put this forward because it is estimated that the fee for service for residential rehabilitation are adequate to fund this service, noting that subsidy was to assist with administrative cost and goes back at least a decade. The following table show the total amount of the supplement for each (grant funds and General Fund) and the recommended reduction.

	<b>FY21 Original</b>	<b>Savings Plan</b>	<b>Revised Amount</b>	<b>% change</b>
Cornerstone Montgomery, Inc	649,392	-215,383	434,009	-33%
Family Services, Inc.	292,840	-68,859	223,981	-24%
The Rock Creek Foundation for Mental Health, Inc.	59,481	-22,818	36,663	-38%

**Council Staff Recommendation:** Council staff recommends not accepting this item that totals \$307,060. This item has been raised as a potential savings in previous budgets. While the fee for service specifically related to the administrative cost of residential rehabilitation beds may be appropriate, the organizations have assumed this money, based on the approved FY21 budget, in their overall budgets and it assists overall costs in other programs, like clinical services that are not sufficiently covered. If the Executive want to reduce or eliminate this subsidy then there should be consideration given first to whether support should be given in another area, such a clinical services.

**Delay Strategic Alignment Projects** – DHHS says that this \$100,000 comes from two projects that were part of the Strategic Alignment of Mental Health Services have been put on hold. There is no direct impact because the projects have not been funded. However, the two projects that were expected were development of a curriculum to support suicide survivor groups and the second was for an informational breakfast (which has been replaced with virtual meetings of the county-wide Suicide Prevention Coalition). Council staff recommend that savings of \$100,000 not be assumed and that this funding be available to the Department to use for other suicide prevention or mental health needs given the increase needs from the pandemic. If these county dollars are not needed by the end of the year because federal or state funding is available, then they will fall to savings – but they should not be assumed at this time.

**Reduced Child Care Subsidies** – The Joint HHS and E&C Committee discussed this item at its meeting on January 28 and recommended not accepting the proposed savings of \$600,000. Although the Department anticipates lower utilization of child care subsidy programs, the Joint Committee wanted the funding to be redirected to support additional students in the school-age child care program and administrative costs needed to process this expansion.

**Attached**

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Description/Justification of Changes – DHHS and Human Rights	7-16




OFFICE OF THE COUNTY EXECUTIVE  
ROCKVILLE, MARYLAND 20850

Marc Elrich  
*County Executive*

**MEMORANDUM**

January 15, 2021

TO: Tom Hucker, President, County Council

FROM: Marc Elrich, County Executive 

SUBJECT: FY21 Recommended Revised Spending Plan – Second Submission

The purpose of this memorandum is to transmit my second Recommended Fiscal Year 2021 Revised Spending Plan for Montgomery County Government departments and other tax-supported agencies. The attached plan identifies savings of approximately \$16.4 million from the County Government's Operating Budget and \$8.6 million in savings from the County's Capital Budget, for a total of \$25.0 million. When combined with the first approved revised spending plan, FY21 County government operations will be reduced by \$48.3 million and the tax-supported Current Revenue/PAYGO portions of the Capital Budget will be reduced by almost \$50.0 million.

As I indicated to the Council when I transmitted my initial FY21 Revised Spending Plan, the ongoing and unpredictable impacts of COVID-19 on the public health and economic vitality of our community would likely necessitate identifying additional savings to maintain the County's fiscal health. As we discussed with the Council in December, when compared to the FY21 approved budget and fiscal plan, FY21 tax supported revenues are projected to be \$101.5 million less than initially projected and FY22 tax supported revenues are projected to be \$163.9 million lower. At the same time, our first quarter spending analysis for FY21 projects, that spending will be \$194 million above the FY21 approved budget – much of this is due to the County's response to the COVID-19 pandemic. The December Fiscal Plan update estimated that without action, the County's reserves will be 7.6 percent of adjusted governmental revenues at the end of FY21 compared to the 10.2 percent estimated in the FY21 approved budget. Most of this increased spending is directly related to the County's response to the pandemic, and we anticipate that much of it will be covered through reimbursements from either the Federal Emergency Management Agency (FEMA) or the Federal Coronavirus Relief Fund.



In June, most County Government departments participated in the initial FY21 revised spending plan and identified savings while minimizing adverse impacts on service delivery to the residents of Montgomery County. Departments that achieved six percent in savings as a result of the approved July 2020 Savings Plan were not asked to identify additional savings. Because of pandemic response efforts and public safety concerns, the Department of Health and Human Services, Department of Correction and Rehabilitation, Fire and Rescue Service, and the Police Department were asked to identify only an additional two percent in savings. The Office of Management and Budget performed an impact analysis on items identified by the departments and proposed additional actions where savings could be achieved.

We are currently in active negotiations with our labor partners with regard to the continuation of the hazard pay differential. I am unable to share details of this negotiation at this time; however, a finalized agreement between my Administration and the County's labor representatives will be completed on this subject imminently. Providing this incentive to County employees who deliver vital services to our community, at great risk to their health, has been an important tool. However, the structure of the hazard pay differential is not currently fiscally sustainable. Moving forward, with the availability of vaccines and plentiful personal protective equipment, the need for the differential could be mitigated. The fiscal update provided to Council in December included an assumption that the differential payments would continue through the remainder of the fiscal year. Thus, any cost avoided by early termination of the differential or by decreasing the differential amount would revise our fiscal assumptions accordingly. I will transmit the details of any revised agreement along with an analysis of how it impacts the County's fiscal outlook to the Council as soon as it is finalized.

Capital budget amendments were developed to reduce PAYGO and Current Revenue funding in the CIP. The initial savings plan reduced all PAYGO funding but \$23.4 million. In order to support the FY21 operating budget, the CIP amendments sent under separate cover today include project savings, deferrals, and other adjustments that will make it possible to eliminate the remaining \$8.6 million in FY21 PAYGO. FY21 reductions and delays in current revenue spending, as well as FY22 adjustments, will be recognized in the FY22 CIP appropriation requests. All agencies are recommended to participate in these reductions.

While not reflected in the attached reports, Montgomery County Public Schools (MCPS) will participate in the FY21 Savings Plan by reverting to fund balance \$25 million of current-year appropriation and re-appropriate it in FY22. This provides General Fund relief by reducing the amount of County support needed in FY22 by \$25 million. The State's education maintenance of effort law precludes the County from recognizing this savings in FY21.

The hiring freeze and procurement freeze exemption process that I instituted on March 18, 2020 will continue for the duration of this crisis and will provide us with additional fiscal oversight.

In addition, work continues on the cost efficiency study to broadly evaluate the service delivery model of each department. Among the several goals of the study is to identify a minimum of 100 vacant positions across the Executive Branch that can be eliminated over the next one to two years. The impacts of the initial implementation will be included in my FY22 Recommended Budget.

As we move forward, we must recognize there are still several unknown variables that will impact County government finances, including the lasting impact of COVID-19 on the County's economy and our tax revenues, the need to maintain funds in reserve to continue to provide enhanced services to those most impacted by the pandemic, and whether there will be additional relief from the Federal government. While the incoming Federal administration has signaled its support for providing additional resources to states and local governments, that plan is not yet final. We will continue to monitor developments on that front and will work with Council to ensure that whatever funds we may receive are used to bolster vital services we must provide to County residents. I am greatly appreciative of our State's Congressional delegation for their continued assistance and leadership.

In the meantime, I urge the Council to work with the Executive Branch to ensure that our spending remains equitable, prudent, and socially responsible. I look forward to working with you and your colleagues as we strive to help County residents and businesses navigate these unprecedented times.

ME:jw

#### Attachments

c: County Council Members  
Marlene Michaelson, Executive Director, Montgomery County Council  
Richard S. Madaleno, Chief Administrative Officer  
Michael Coveyou, Director, Department of Finance  
Jennifer R. Bryant, Acting Director, Office of Management and Budget

# FY21 Revised Spending Plan Analysis

## Round - 2

Department/Fund	FY21 Original Budget	CE Recommended	Revenue	Savings as % of Orig. Bud
<b>Tax-Supported</b>				
<b><u>General Fund</u></b>				
Agriculture	991,853	-25,292	0	-2.55
Animal Services	7,753,529	-150,000	0	-1.93
Community Engagement Cluster	4,237,109	-127,114	0	-3.00
Consumer Protection	2,196,727	-64,144	0	-2.92
Correction and Rehabilitation	70,996,074	-1,203,000	0	-1.69
County Attorney	6,361,363	-188,296	0	-2.96
County Council	12,612,090	-201,095	0	-1.59
Emergency Management and Homeland Security	2,140,317	-128,419	0	-6.00
Health and Human Services	251,454,732	-2,590,143	0	-1.03
Housing and Community Affairs	8,640,221	-14,720	0	-0.17
Human Resources	7,842,794	-385,000	0	-4.91
Human Rights	1,384,692	-48,049	0	-3.47
Inspector General	1,835,612	-171,000	0	-9.32
Intergovernmental Relations	1,136,428	-40,002	0	-3.52
NDA - Legislative Branch Communications Outreach	1,060,250	-189,881	0	-17.91
Police	281,281,640	-5,014,984	0	-1.78
Public Libraries	42,104,692	-993,403	0	-2.36
State's Attorney	18,521,033	-68,265	0	-0.37
Technology Services	43,328,778	-515,612	0	-1.19
<b>General Fund Total:</b>	<b>765,879,934</b>	<b>-12,118,419</b>	<b>0</b>	<b>-1.58</b>
<b><u>Special Funds</u></b>				
Fire	224,869,427	-1,200,000	0	-0.53
Recreation	43,116,097	-754,532	0	-1.75
Mass Transit	149,364,876	-1,384,008	0	-0.93
<b>Special Funds Total:</b>	<b>417,350,400</b>	<b>-3,338,540</b>	<b>0</b>	<b>-0.80</b>
<b>Tax-Supported Total:</b>	<b>1,183,230,334</b>	<b>-15,456,959</b>	<b>0</b>	<b>-1.31</b>
<b>Non-Tax Supported</b>				
<b><u>Enterprise Funds</u></b>				
Bethesda Parking	14,883,816	-854,411	0	-5.74
Wheaton Parking	1,577,461	-128,734	0	-8.16
<b>Enterprise Funds Total:</b>	<b>16,461,277</b>	<b>-983,145</b>	<b>0</b>	<b>-5.97</b>
<b>Non-Tax Supported Total:</b>	<b>16,461,277</b>	<b>-983,145</b>	<b>0</b>	<b>-5.97</b>
<b>MCG Total:</b>	<b>1,199,691,611</b>	<b>-16,440,104</b>	<b>0</b>	<b>-1.37</b>

# FY21 Revised Spending Plan

## Round - 2

Ref. No	Title	Total \$	Revenue
<b><u>Tax-Supported</u></b>			
<b>General Fund</b>			
<b>Agriculture</b>			
1	Suspend Services due to COVID - Maryland Agriculture Education Foundation and MCPS Contracts	-25,292	0
<b>Agriculture Total:</b>		<b>-25,292</b>	<b>0</b>
<b>Animal Services</b>			
2	Hiring Deferral After 12-16 Weeks Vacant	-150,000	0
<b>Animal Services Total:</b>		<b>-150,000</b>	<b>0</b>
<b>Community Engagement Cluster</b>			
3	Lapse/Turnover Savings	-127,114	0
<b>Community Engagement Cluster Total:</b>		<b>-127,114</b>	<b>0</b>
<b>Consumer Protection</b>			
4	Investigator III Position 6-Month Lapse	-64,144	0
<b>Consumer Protection Total:</b>		<b>-64,144</b>	<b>0</b>
<b>Correction and Rehabilitation</b>			
5	Lapse Community Services Work Crew for Second Half of Year	-53,000	0
6	Adjust Lapse to Reflect Temporarily Closure of Pre-Release and Reentry Services Facility and Lapse Trends	-1,150,000	0
<b>Correction and Rehabilitation Total:</b>		<b>-1,203,000</b>	<b>0</b>
<b>County Attorney</b>			
7	Administrative Operating Expenses Reduction	-139,439	0
8	Lapse Administrative Aide Position	-48,857	0
<b>County Attorney Total:</b>		<b>-188,296</b>	<b>0</b>
<b>County Council</b>			
9	Reduce Operating Expenses for Round II Savings Plan	-142,224	0
10	Lapse Positions	-58,871	0
<b>County Council Total:</b>		<b>-201,095</b>	<b>0</b>
<b>Emergency Management and Homeland Security</b>			
11	Faith-Based Security Grants Reduction	-100,000	0
12	Computer Equipment and Repair	-10,000	0
13	EOC Equipment Purchase and Repair	-18,419	0
<b>Emergency Management and Homeland Security Total:</b>		<b>-128,419</b>	<b>0</b>
<b>Health and Human Services</b>			
14	Realign of Developmental Disability Supplement Budget to Reflect Decrease in Participation	-46,312	0
15	Realign Inter-Generational Volunteer Program (Interages) Budget to Reflect Projected Expenditures	-15,000	0

# FY21 Revised Spending Plan

## Round - 2

Ref. No	Title	Total \$	Revenue
16	Reduce Supports Planning Agency Broker Position	-97,400	0
17	Reduce Street Outreach Network Operating Expenses	-25,000	0
18	Reduce Early Childhood Service (ECS) Child Link PT Counselor Contractor Not Needed Due to COVID-Related Closures	-31,107	0
19	Reduce Child Care Subsidies Because of Lower Utilization Due to COVID	-600,000	0
20	Reduce Temporary Manpower for Child Welfare Services	-5,067	0
21	Reduce Operating Expenses in Child Welfare Services	-5,300	0
22	Reduce Budget for Residential Rehab Supplemental Contracts	-307,060	0
23	Realign Budget for Local Behavioral Health Authority to Reflect Fee for Service Contracts	-200,000	0
24	Delay Alignment of Local Behavioral Health Authority - Substance Abuse Projects	-100,000	0
25	Reduce Brokers and Temporary Staff in the Office of the Chief Operating Officer	-186,831	0
26	Reduce General Fund Budget for Preventive Services for Mammograms and Colonoscopies that Can Be Provided Through the County Cancer Control Program	-98,527	0
27	Realign Maternity Partnership Program Budget to Reflect Updated Enrollment Projections	-120,000	0
28	Reduce In Person Translation Services Due to COVID	-80,000	0
29	Asian American Health Initiative, Reduction Due to Delayed Hiring of Community Health Worker Contractors	-54,891	0
30	Latino Health Initiative, Health Promoters Program Funded by Por Nuestra Salud y Bienestar Initiative	-7,628	0
31	Latino Health Initiative, Reduce "Ama tu Vida" Annual Health Fair Campaign and Newsletters Due to COVID	-10,000	0
32	Latino Health Initiative, Reduce Environmental Intervention Program Due to COVID	-15,000	0
33	Latino Health Initiative, Reduce Miscellaneous Operating Expenses Due to COVID	-54,543	0
34	African American Health Program, Reduce Funding for Data Services No Longer Needed	-47,750	0
35	African American Health Program, Reduce Miscellaneous Operating Expenses Due to COVID	-19,949	0
36	Suspend Adult Evaluation and Review Service PT Broker due to COVID	-20,307	0
37	Realign Home Care Services Budget to Reflect Projected Expenditures	-119,550	0
38	Realign Assisted Living Services Budget to Reflect Projected Expenditures	-158,921	0
39	Reduce Linkages to Learning (LTL) and School and Community Youth Services (SCYS) Contracts Due to Contractor Vacancies	-160,000	0
40	African American Health Program, Reduce Facility Space Funding Due to COVID	-4,000	0
<b>Health and Human Services Total:</b>		<b>-2,590,143</b>	<b>0</b>
<b>Housing and Community Affairs</b>			
41	Increase Lapse	-14,720	0
<b>Housing and Community Affairs Total:</b>		<b>-14,720</b>	<b>0</b>
<b>Human Resources</b>			
42	Lapse Savings	-310,000	0
43	Operating Savings - OMS	-75,000	0
<b>Human Resources Total:</b>		<b>-385,000</b>	<b>0</b>
<b>Human Rights</b>			
44	Lapse Vacant Investigator II Position & Reduce Operating Expenses	-48,049	0
<b>Human Rights Total:</b>		<b>-48,049</b>	<b>0</b>

**FY21 REVISED SPENDING PLAN DESCRIPTION/JUSTIFICATION OF CHANGES**

Round - 2 (CE Recommended)

**Fire and Rescue Service**

**Fire**

<b>Title:</b> Reduce FY21 Recruit Class from 57 to 37 to Reflect COVID-19 Capacity		<b>Ref ID:</b> S1a
<b>Personnel Costs:</b>	-1,200,000	<b>FT Positions:</b> 0
<b>Operating Expenses:</b>	0	<b>PT Positions:</b> 0
<b>Capital Outlay:</b>	0	<b>FTEs:</b> 0.00
<b>Total Expenditure:</b>	<b>-1,200,000</b>	<b>Revenues:</b> 0

**Justification for one-time reduction:**

**Impact:**

Reduces 20 recruit class slots, leaving 37 recruits. MCFRS is not able to accommodate more than 37 recruits in the FY21 recruit class beginning in February due to COVID precautions.

**Expenditure Breakout:**

Salary and Benefits: 57 x \$46,362 = \$2,642,634  
 Operating costs: 57 x 11,000 = \$627,000  
 Instructor Overtime: 57 x \$15,700 = \$894,900

**Workforce Changes:**

Action	CY/NY	POS#	JobClass	Position Descr	BargUnit	Vac	Fill	PC	FT	PT	FTE
Misc.	CY					0	0	-1,200,000	0	0	0.00
<b>Totals:</b>								<b>-1,200,000</b>	<b>0</b>	<b>0</b>	<b>0.00</b>

**Health and Human Services**

**General Fund**

<b>Title:</b> Realign of Developmental Disability Supplement Budget to Reflect Decrease in Participation		<b>Ref ID:</b> S2
<b>Personnel Costs:</b>	0	<b>FT Positions:</b> 0
<b>Operating Expenses:</b>	-46,312	<b>PT Positions:</b> 0
<b>Capital Outlay:</b>	0	<b>FTEs:</b> 0.00
<b>Total Expenditure:</b>	<b>-46,312</b>	<b>Revenues:</b> 0

**Justification for one-time reduction:**

**Impact:**

The number of providers participating in the Supplement decreased in July 2020 by one. This action would align the budget to reflect actual costs and not impact other providers.

**Expenditure Breakout:**

001.65054.60022

<b>Title:</b> Suspend Adult Evaluation and Review Service PT Broker due to COVID		<b>Ref ID:</b> S5
<b>Personnel Costs:</b>	0	<b>FT Positions:</b> 0
<b>Operating Expenses:</b>	-20,307	<b>PT Positions:</b> 0
<b>Capital Outlay:</b>	0	<b>FTEs:</b> 0.00
<b>Total Expenditure:</b>	<b>-20,307</b>	<b>Revenues:</b> 0

**Justification for one-time reduction:**

**Impact:**

# FY21 REVISED SPENDING PLAN DESCRIPTION/JUSTIFICATION OF CHANGES

## Round - 2 (CE Recommended)

Suspend Program Specialist Broker Position. During COVID, the broker has been on leave and the remaining staff have been able to handle the workload. Unclear if there will be a service impact from this reduction.

**Expenditure Breakout:**

<b>Title:</b> Realign Inter-Generational Volunteer Program (Interages) Budget to Reflect Projected Expenditures		<b>Ref ID:</b> S7	
<b>Personnel Costs:</b>	0	<b>FT Positions:</b>	0
<b>Operating Expenses:</b>	-15,000	<b>PT Positions:</b>	0
<b>Capital Outlay:</b>	0	<b>FTEs:</b>	0.00
<b>Total Expenditure:</b>	<b>-15,000</b>	<b>Revenues:</b>	0

**Justification for one-time reduction:**

**Impact:**

The program, run by the Jewish Council for the Aging, provides coordination and volunteer management for inter-generational volunteer programs in Montgomery County. Naturally occurring savings based on updated expenditure projections.

**Expenditure Breakout:**

001.65150.60530

<b>Title:</b> Reduce Supports Planning Agency Broker Position		<b>Ref ID:</b> S8	
<b>Personnel Costs:</b>	0	<b>FT Positions:</b>	0
<b>Operating Expenses:</b>	-97,400	<b>PT Positions:</b>	0
<b>Capital Outlay:</b>	0	<b>FTEs:</b>	0.00
<b>Total Expenditure:</b>	<b>-97,400</b>	<b>Revenues:</b>	0

**Justification for one-time reduction:**

**Impact:**

Service impact would be minimal. Caseload capacity would be reduced by 40 (320 to 280). The current caseload is 300.

**Expenditure Breakout:**

001.65225.60062

<b>Title:</b> Realign Home Care Services Budget to Reflect Projected Expenditures		<b>Ref ID:</b> S10	
<b>Personnel Costs:</b>	0	<b>FT Positions:</b>	0
<b>Operating Expenses:</b>	-119,550	<b>PT Positions:</b>	0
<b>Capital Outlay:</b>	0	<b>FTEs:</b>	0.00
<b>Total Expenditure:</b>	<b>-119,550</b>	<b>Revenues:</b>	0

**Justification for one-time reduction:**

**Impact:**

Naturally occurring savings based on updated projections.

**Expenditure Breakout:**

<b>Title:</b> Realign Assisted Living Services Budget to Reflect Projected Expenditures		<b>Ref ID:</b> S11	
<b>Personnel Costs:</b>	0	<b>FT Positions:</b>	0
<b>Operating Expenses:</b>	-158,921	<b>PT Positions:</b>	0
<b>Capital Outlay:</b>	0	<b>FTEs:</b>	0.00
<b>Total Expenditure:</b>	<b>-158,921</b>	<b>Revenues:</b>	0

# FY21 REVISED SPENDING PLAN DESCRIPTION/JUSTIFICATION OF CHANGES

Round - 2 (CE Recommended)

**Justification for one-time reduction:**

**Impact:**

Naturally occurring savings based on updated projections.

**Expenditure Breakout:**

<b>Title:</b> Reduce Street Outreach Network Operating Expenses		<b>Ref ID:</b> S14
<b>Personnel Costs:</b>	0	<b>FT Positions:</b>
<b>Operating Expenses:</b>	-25,000	<b>PT Positions:</b>
<b>Capital Outlay:</b>	0	<b>FTEs:</b>
<b>Total Expenditure:</b>	<b>-25,000</b>	<b>Revenues:</b>
		0

**Justification for one-time reduction:**

**Impact:**

Reduces Street Outreach Network operating expense. Will reduce the annual Healing Informed and Trauma training for Positive Youth Development (PYD) and Street Outreach Network (SON) staff usually held in the Spring.

**Expenditure Breakout:**

001.64310.60076

<b>Title:</b> Reduce Early Childhood Service (ECS) Child Link PT Counselor Contractor Not Needed Due to COVID-Related Closures		<b>Ref ID:</b> S22
<b>Personnel Costs:</b>	0	<b>FT Positions:</b>
<b>Operating Expenses:</b>	-31,107	<b>PT Positions:</b>
<b>Capital Outlay:</b>	0	<b>FTEs:</b>
<b>Total Expenditure:</b>	<b>-31,107</b>	<b>Revenues:</b>
		0

**Justification for one-time reduction:**

**Impact:**

ChildLink as a phone line for resources for families with children birth to five has become obsolete since its inception on 2001. Recently ChildLink has been providing family engagement activities in the Kennedy Cluster area and ECS outreach across the county. While the work for families is helpful, the work does not Turn the Curve for those we support. Currently, Child Link work is primarily in schools and in the community, all of which have ceased since March. It is unclear due to COVID-19 when those activities will resume. Reduction would be effective Feb 1, 2021.

**Expenditure Breakout:**

001.64350.60036

<b>Title:</b> Reduce Child Care Subsidies Because of Lower Utilization Due to COVID		<b>Ref ID:</b> S29
<b>Personnel Costs:</b>	0	<b>FT Positions:</b>
<b>Operating Expenses:</b>	-600,000	<b>PT Positions:</b>
<b>Capital Outlay:</b>	0	<b>FTEs:</b>
<b>Total Expenditure:</b>	<b>-600,000</b>	<b>Revenues:</b>
		0

**Justification for one-time reduction:**

**Impact:**

These are naturally occurring savings due to parents' reluctance to send children to child care.

**Expenditure Breakout:**

001.64510.60016 and 60036



# FY21 REVISED SPENDING PLAN DESCRIPTION/JUSTIFICATION OF CHANGES

Round - 2 (CE Recommended)

<b>Title:</b> Reduce Temporary Manpower for Child Welfare Services		<b>Ref ID:</b> S36
<b>Personnel Costs:</b>	0	<b>FT Positions:</b> 0
<b>Operating Expenses:</b>	-5,067	<b>PT Positions:</b> 0
<b>Capital Outlay:</b>	0	<b>FTEs:</b> 0.00
<b>Total Expenditure:</b>	<b>-5,067</b>	<b>Revenues:</b> 0

**Justification for one-time reduction:**

**Impact:**

These funds are typically used to provide clerical staff support during periods of extended absence due to FMLA and/or delayed HR recruitment. Funds have also been used to provide short-term, special project support via letter contracts. Need is possibly lessened during COVID. Impact: CWS will no longer be able to provide clerical support to units, when extended vacancies occur. A number of CWS clerical positions support 2-3 units. In addition, consultants can no longer be hired for short-term, critical projects such as case management/review, training, research, etc.

**Expenditure Breakout:**

005.64050.60168 and 60164

<b>Title:</b> Reduce Operating Expenses in Child Welfare Services		<b>Ref ID:</b> S37
<b>Personnel Costs:</b>	0	<b>FT Positions:</b> 0
<b>Operating Expenses:</b>	-5,300	<b>PT Positions:</b> 0
<b>Capital Outlay:</b>	0	<b>FTEs:</b> 0.00
<b>Total Expenditure:</b>	<b>-5,300</b>	<b>Revenues:</b> 0

**Justification for one-time reduction:**

**Impact:**

These funds are used to purchase medical supplies that support first aid/CPR certification and training, first aid kits, hand sanitizer, feminine hygiene products for client emergencies, educational materials/resources, etc.

**Expenditure Breakout:**

005.64050.60048

<b>Title:</b> Reduce Budget for Residential Rehab Supplemental Contracts		<b>Ref ID:</b> S39
<b>Personnel Costs:</b>	0	<b>FT Positions:</b> 0
<b>Operating Expenses:</b>	-307,060	<b>PT Positions:</b> 0
<b>Capital Outlay:</b>	0	<b>FTEs:</b> 0.00
<b>Total Expenditure:</b>	<b>-307,060</b>	<b>Revenues:</b> 0

**Justification for one-time reduction:**

**Impact:**

Realign Residential Rehab Supplemental Contracts for Family Services, Cornerstone Montgomery Inc and Rock Creek Foundation for Mental Health Inc. The County fund supplement subsidy was for administrative support for the programs dating back at least as decade. This level of service is billable through the fee for service system at rates which should be adequate to continue operations.

**Expenditure Breakout:**

003.62065.60198 \$736,945  
003.62065.60190 \$63,489

# FY21 REVISED SPENDING PLAN DESCRIPTION/JUSTIFICATION OF CHANGES

Round - 2 (CE Recommended)

<b>Title:</b> Realign Budget for Local Behavioral Health Authority to Reflect Fee for Service Contracts		<b>Ref ID:</b> S44
<b>Personnel Costs:</b>	0	<b>FT Positions:</b> 0
<b>Operating Expenses:</b>	-200,000	<b>PT Positions:</b> 0
<b>Capital Outlay:</b>	0	<b>FTEs:</b> 0.00
<b>Total Expenditure:</b>	<b>-200,000</b>	<b>Revenues:</b> 0

**Justification for one-time reduction:**

**Impact:**

Realign budget for Local Behavioral Health Authority contracts for services that are billable through the fee for services system.

**Expenditure Breakout:**

003.62310.60076 \$200,000

<b>Title:</b> Delay Alignment of Local Behavioral Health Authority - Substance Abuse Projects		<b>Ref ID:</b> S46
<b>Personnel Costs:</b>	0	<b>FT Positions:</b> 0
<b>Operating Expenses:</b>	-100,000	<b>PT Positions:</b> 0
<b>Capital Outlay:</b>	0	<b>FTEs:</b> 0.00
<b>Total Expenditure:</b>	<b>-100,000</b>	<b>Revenues:</b> 0

**Justification for one-time reduction:**

**Impact:**

Delay alignment of substance abuse projects.

**Expenditure Breakout:**

001.62602.60086 \$100,000

<b>Title:</b> Reduce Brokers and Temporary Staff in the Office of the Chief Operating Officer		<b>Ref ID:</b> S51
<b>Personnel Costs:</b>	0	<b>FT Positions:</b> 0
<b>Operating Expenses:</b>	-186,831	<b>PT Positions:</b> 0
<b>Capital Outlay:</b>	0	<b>FTEs:</b> 0.00
<b>Total Expenditure:</b>	<b>-186,831</b>	<b>Revenues:</b> 0

**Justification for one-time reduction:**

**Impact:**

Reduce broker and temps budget in Fiscal and Chief's Office.

**Expenditure Breakout:**

001.60670.60062 \$95,141  
 001,60670,60168 \$23,020  
 001.60500.60062 \$68,670

<b>Title:</b> Realign Maternity Partnership Program Budget to Reflect Updated Enrollment Projections		<b>Ref ID:</b> S62
<b>Personnel Costs:</b>	0	<b>FT Positions:</b> 0
<b>Operating Expenses:</b>	-120,000	<b>PT Positions:</b> 0
<b>Capital Outlay:</b>	0	<b>FTEs:</b> 0.00
<b>Total Expenditure:</b>	<b>-120,000</b>	<b>Revenues:</b> 0

**Justification for one-time reduction:**

**Impact:**

# FY21 REVISED SPENDING PLAN DESCRIPTION/JUSTIFICATION OF CHANGES

## Round - 2 (CE Recommended)

The total projected enrollment for FY21 is around 1,500. This reductions assumes 152 less enrollees than currently budgeted for at a cost/savings of \$785 each. The impact from a reduction will not be felt, unless the trend changes and we see an increased number of women.

**Expenditure Breakout:**

<b>Title:</b> Reduce In Person Translation Services Due to COVID		<b>Ref ID:</b> S68
<b>Personnel Costs:</b>	0	<b>FT Positions:</b> 0
<b>Operating Expenses:</b>	-80,000	<b>PT Positions:</b> 0
<b>Capital Outlay:</b>	0	<b>FTEs:</b> 0.00
<b>Total Expenditure:</b>	<b>-80,000</b>	<b>Revenues:</b> 0

**Justification for one-time reduction:**

**Impact:**

The contract provides in-person interpreters and translation services. The use of in-person interpretation has reduced drastically due to closure/limitations of services such as Dental, School Based Wellness Centers, and in-home visits. This item represents the current projected savings in the contract.

**Expenditure Breakout:**

004.61400.60534

<b>Title:</b> Asian American Health Initiative, Reduction Due to Delayed Hiring of Community Health Worker Contractors		<b>Ref ID:</b> S75
<b>Personnel Costs:</b>	0	<b>FT Positions:</b> 0
<b>Operating Expenses:</b>	-54,891	<b>PT Positions:</b> 0
<b>Capital Outlay:</b>	0	<b>FTEs:</b> 0.00
<b>Total Expenditure:</b>	<b>-54,891</b>	<b>Revenues:</b> 0

**Justification for one-time reduction:**

**Impact:**

Savings from delays in hiring contractors.

**Expenditure Breakout:**

004.61330.60054

<b>Title:</b> Latino Health Initiative, Health Promoters Program Funded by Por Nuestra Salud y Bienestar Initiative		<b>Ref ID:</b> S79
<b>Personnel Costs:</b>	0	<b>FT Positions:</b> 0
<b>Operating Expenses:</b>	-7,628	<b>PT Positions:</b> 0
<b>Capital Outlay:</b>	0	<b>FTEs:</b> 0.00
<b>Total Expenditure:</b>	<b>-7,628</b>	<b>Revenues:</b> 0

**Justification for one-time reduction:**

**Impact:**

Funds allocated for promotional items to support health promoters' efforts to address health disparities via health promotion and community education activities will be eliminated because they are already being provided by the Por Nuestra Salud y Bienestar initiative.

**Expenditure Breakout:**

004.61320.60054

# FY21 REVISED SPENDING PLAN DESCRIPTION/JUSTIFICATION OF CHANGES

Round - 2 (CE Recommended)

<b>Title:</b> Latino Health Initiative, Reduce "Ama tu Vida" Annual Health Fair Campaign and Newsletters Due to COVID				<b>Ref ID:</b> S80	
<b>Personnel Costs:</b>	0	<b>FT Positions:</b>	0		
<b>Operating Expenses:</b>	-10,000	<b>PT Positions:</b>	0		
<b>Capital Outlay:</b>	0	<b>FTEs:</b>	0.00		
<b>Total Expenditure:</b>	<b>-10,000</b>	<b>Revenues:</b>	0		

**Justification for one-time reduction:**

**Impact:**

Annual health fair, serving approximately 2500 community members, will be cancelled due to COVID. In addition, promotion of Ama Tu Vida campaign through newsletters and other promotional efforts will be eliminated.

**Expenditure Breakout:**

004.61320.60190

<b>Title:</b> Latino Health Initiative, Reduce Environmental Intervention Program Due to COVID				<b>Ref ID:</b> S81	
<b>Personnel Costs:</b>	0	<b>FT Positions:</b>	0		
<b>Operating Expenses:</b>	-15,000	<b>PT Positions:</b>	0		
<b>Capital Outlay:</b>	0	<b>FTEs:</b>	0.00		
<b>Total Expenditure:</b>	<b>-15,000</b>	<b>Revenues:</b>	0		

**Justification for one-time reduction:**

**Impact:**

Breadth of environment / climate related intervention targeting Latino communities will be reduced due to COVID. Initial intervention plans including the development of culturally competent educational and promotional materials, and other large scale group educational activities will be replaced by lower cost interventions such as social media.

**Expenditure Breakout:**

004.61320.60054

<b>Title:</b> Latino Health Initiative, Reduce Miscellaneous Operating Expenses Due to COVID				<b>Ref ID:</b> S84	
<b>Personnel Costs:</b>	0	<b>FT Positions:</b>	0		
<b>Operating Expenses:</b>	-54,543	<b>PT Positions:</b>	0		
<b>Capital Outlay:</b>	0	<b>FTEs:</b>	0.00		
<b>Total Expenditure:</b>	<b>-54,543</b>	<b>Revenues:</b>	0		

**Justification for one-time reduction:**

**Impact:**

Reduction in miscellaneous operating expenses due to COVID including meals, conferences, office supplies, postage.

**Expenditure Breakout:**

- 004.61320.69016 \$4,182
- 004.61320.60158 \$12,500
- 004.61320.64408 \$2,500
- 004.61320.62946 \$6,000
- 004.61320.62010 \$4,000
- 004.61320.64102 \$800
- 004.61320.6999 \$5,200

# FY21 REVISED SPENDING PLAN DESCRIPTION/JUSTIFICATION OF CHANGES

Round - 2 (CE Recommended)

<b>Title:</b> African American Health Program, Reduce Funding for Data Services No Longer Needed		<b>Ref ID:</b> S85
<b>Personnel Costs:</b>	0	<b>FT Positions:</b>
<b>Operating Expenses:</b>	-47,750	<b>PT Positions:</b>
<b>Capital Outlay:</b>	0	<b>FTEs:</b>
<b>Total Expenditure:</b>	<b>-47,750</b>	<b>Revenues:</b>
		0

**Justification for one-time reduction:**

**Impact:**

The elimination of the data services does not impede the data collection tool, persons served nor outcomes of each program. The data collection tool is operational and data is being entered with no issues at this time.

**Expenditure Breakout:**

004.61310.60076

<b>Title:</b> African American Health Program, Reduce Facility Space Funding Due to COVID		<b>Ref ID:</b> S87
<b>Personnel Costs:</b>	0	<b>FT Positions:</b>
<b>Operating Expenses:</b>	-4,000	<b>PT Positions:</b>
<b>Capital Outlay:</b>	0	<b>FTEs:</b>
<b>Total Expenditure:</b>	<b>-4,000</b>	<b>Revenues:</b>
		0

**Justification for one-time reduction:**

**Impact:**

Funds are used to address the use of facility space for community meetings for Data Summit, World AIDS Day, Expert Speakers, light refreshments & promotional items. Inability to hold these events due to COVID.

**Expenditure Breakout:**

<b>Title:</b> Reduce General Fund Budget for Preventive Services for Mammograms and Colonoscopies that Can Be Provided Through the County Cancer Control Program		<b>Ref ID:</b> S91
<b>Personnel Costs:</b>	0	<b>FT Positions:</b>
<b>Operating Expenses:</b>	-98,527	<b>PT Positions:</b>
<b>Capital Outlay:</b>	0	<b>FTEs:</b>
<b>Total Expenditure:</b>	<b>-98,527</b>	<b>Revenues:</b>
		0

**Justification for one-time reduction:**

**Impact:**

Reduce the preventative services budget and transition patients to receive these services through the County's Cancer Control programs.

**Expenditure Breakout:**

<b>Title:</b> African American Health Program, Reduce Miscellaneous Operating Expenses Due to COVID		<b>Ref ID:</b> S94
<b>Personnel Costs:</b>	0	<b>FT Positions:</b>
<b>Operating Expenses:</b>	-19,949	<b>PT Positions:</b>
<b>Capital Outlay:</b>	0	<b>FTEs:</b>
<b>Total Expenditure:</b>	<b>-19,949</b>	<b>Revenues:</b>
		0

**Justification for one-time reduction:**

**Impact:**

# FY21 REVISED SPENDING PLAN DESCRIPTION/JUSTIFICATION OF CHANGES

## Round - 2 (CE Recommended)

Reduce budget for miscellaneous operating expenses including travel, meetings, parking, rentals. Reductions are anticipated savings due to COVID.

**Expenditure Breakout:**

<b>Title:</b> Reduce Linkages to Learning (LTL) and School and Community Youth Services (SCYS) Contracts Due to Contractor Vacancies		<b>Ref ID:</b> S100	
<b>Personnel Costs:</b>	0	<b>FT Positions:</b>	0
<b>Operating Expenses:</b>	-160,000	<b>PT Positions:</b>	0
<b>Capital Outlay:</b>	0	<b>FTEs:</b>	0.00
<b>Total Expenditure:</b>	<b>-160,000</b>	<b>Revenues:</b>	0

**Justification for one-time reduction:**

**Impact:**

Projected savings in various Linkages to learning and SCYS contracts for FY21 due to contractor vacancies.

**Expenditure Breakout:**

## Housing and Community Affairs General Fund

<b>Title:</b> Increase Lapse of Vacant Position		<b>Ref ID:</b> S1	
<b>Personnel Costs:</b>	-14,720	<b>FT Positions:</b>	0
<b>Operating Expenses:</b>	0	<b>PT Positions:</b>	0
<b>Capital Outlay:</b>	0	<b>FTEs:</b>	0.00
<b>Total Expenditure:</b>	<b>-14,720</b>	<b>Revenues:</b>	0

**Justification for one-time reduction:**

**Impact:**

No service impact.

**Expenditure Breakout:**

**Workforce Changes:**

Action	CY/NY	POS#	JobClass	Position Descr	BargUnit	Vac	Fill	PC	FT	PT	FTE
Misc.	CY	015277	SENIOR PLANNING SPECIALIST	Permanent	MCGEO - Office, Professional, and Technical (OPT)	0	0	-14,720	0	0	0.00
<b>Totals:</b>								<b>-14,720</b>	<b>0</b>	<b>0</b>	<b>0.00</b>

## Human Resources General Fund

<b>Title:</b> Lapse Savings		<b>Ref ID:</b> S1	
<b>Personnel Costs:</b>	-310,000	<b>FT Positions:</b>	0
<b>Operating Expenses:</b>	0	<b>PT Positions:</b>	0
<b>Capital Outlay:</b>	0	<b>FTEs:</b>	0.00
<b>Total Expenditure:</b>	<b>-310,000</b>	<b>Revenues:</b>	0

# FY21 REVISED SPENDING PLAN DESCRIPTION/JUSTIFICATION OF CHANGES

Round - 2 (CE Recommended)

**Justification for one-time reduction:**

**Impact:**

Existing vacancies will remain unfilled to recover stated lapse savings.

**Expenditure Breakout:**

**Workforce Changes:**

Action	CY/NY	POS#	JobClass	Position Descr	BargUnit	Vac	Fill	PC	FT	PT	FTE	
Misc.	CY					0	0	-310,000	0	0	0.00	
								<b>Totals:</b>	<b>-310,000</b>	<b>0</b>	<b>0</b>	<b>0.00</b>

<b>Title:</b> Lab Services - OMS				<b>Ref ID:</b> S1			
<b>Personnel Costs:</b>		0		<b>FT Positions:</b>		0	
<b>Operating Expenses:</b>		-75,000		<b>PT Positions:</b>		0	
<b>Capital Outlay:</b>		0		<b>FTEs:</b>		0.00	
<b>Total Expenditure:</b>		<b>-75,000</b>		<b>Revenues:</b>		0	

**Justification for one-time reduction:**

**Impact:**

No impact on services, as this utilizes a carryover purchase order.

**Expenditure Breakout:**

## Human Rights General Fund

<b>Title:</b> Lapse Vacant Investigator II Position & Reduce Operating Expenses				<b>Ref ID:</b> S1			
<b>Personnel Costs:</b>		-33,049		<b>FT Positions:</b>		1	
<b>Operating Expenses:</b>		-15,000		<b>PT Positions:</b>		0	
<b>Capital Outlay:</b>		0		<b>FTEs:</b>		1.00	
<b>Total Expenditure:</b>		<b>-48,049</b>		<b>Revenues:</b>		0	

**Justification for one-time reduction:**

**Impact:**

This newly created position (during FY21 operating budget development) is vital to support and meet the demands of various legislation enacted by Council . The position is currently vacant, therefore, four months of lapse savings can be achieved. The Commission is starting the recruitment process.

**Expenditure Breakout:**

- \$33,049 - Lapse Savings
- \$15,000 - Operating Expenses

**Workforce Changes:**

Action	CY/NY	POS#	JobClass	Position Descr	BargUnit	Vac	Fill	PC	FT	PT	FTE	
Misc.	CY		INVESTIGATOR II		MC GEO - Office, Professional, and Technical (OPT)	1	0	-33,049	1	0	1.00	
								<b>Totals:</b>	<b>-33,049</b>	<b>1</b>	<b>0</b>	<b>1.00</b>