



**Program #78316 - IT Shared Operating Expenses** 7/6/2021

**Department:** County Assets **Program Contact:** Tracey Massey  
**Program Offer Type:** Internal Service **Program Offer Stage:** As Adopted  
**Related Programs:**  
**Program Characteristics:**

**Executive Summary**

This program offer accounts for shared expenses of the IT Division. It includes Facilities and Administrative Hub costs, limited software licensing and maintenance costs for identified enterprise systems, and the budget for IT trainers that work in the County's Organizational Learning group in the Department of County Management.

**Program Summary**

This program provides a central accounting location for costs that accrue to the IT Division as a whole. Facility charges for the division's two primary locations (in the Multnomah and the data center in the East County Courthouse). The cost of IT trainers supported by the IT organization to provide IT training and consultation Countywide are budgeted in this program offer. Additionally, Beginning Working Capital was reduced \$1.7M in FY22 based on a Cash Transfer Out that occurred post FY21 budget adoption. The IT trainers supported through this program provide a wide variety of training services throughout the County. Equity considerations are included as a part of training design and delivery.

**Performance Measures**

Measure Type	Primary Measure	FY20 Actual	FY21 Budgeted	FY21 Estimate	FY22 Offer
Output	Timely repayment of borrowed funds	100%	100%	100%	100%
Outcome	Revenue collection is accurate and timely	100%	97%	100%	97%

**Performance Measures Descriptions**

PM #1 Output Measure - the accounting process to track repayment of borrowed funds passes through this program offer. Timely reconciliation of the amounts is required to accurately reflect ongoing expenses and remaining balances.  
 PM #2 Outcome Measure - the accounting process to track the incoming revenue tied to this program offer requires accurate and timely processing to support periodic reporting of remaining balances.

Revenue/Expense Detail

	Adopted General Fund	Adopted Other Funds	Adopted General Fund	Adopted Other Funds
Program Expenses	2021	2021	2022	2022
Personnel	\$0	\$1,219,305	\$0	\$1,045,914
Contractual Services	\$0	\$180,678	\$0	\$105,010
Materials & Supplies	\$0	\$202,480	\$0	\$294,915
Internal Services	\$0	\$11,606,527	\$0	\$11,754,806
Capital Outlay	\$0	\$3,760,967	\$0	\$1,675,387
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$16,969,957</b>	<b>\$0</b>	<b>\$14,876,032</b>
<b>Program Total:</b>	<b>\$16,969,957</b>		<b>\$14,876,032</b>	
<b>Program FTE</b>	0.00	4.00	0.00	4.75

Program Revenues				
Other / Miscellaneous	\$0	\$13,116,995	\$0	\$13,229,652
Beginning Working Capital	\$0	\$3,879,423	\$0	\$1,646,380
<b>Total Revenue</b>	<b>\$0</b>	<b>\$16,996,418</b>	<b>\$0</b>	<b>\$14,876,032</b>

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics. This program also acts as the holding account for non-specific division-wide working capital carryover from previous fiscal years.

Significant Program Changes

**Last Year this program was:** FY 2021: 78316 IT Shared Operating Expenses

Program offer 78316 increased by 1.00 FTE due to a conversion of a limited duration assignment into a full-time permanent position. This position fills a continued ongoing need as part of the Technology Training team in Organizational Learning. This increase is partially offset by a 25% (0.25 FTE) allocation of costs moving to program offer 78104 (Business Services Countywide Strategic Sourcing).

There are no significant program changes due to COVID-19 impact.