Program #78316 - IT Shared Operating Expenses   3/7/2022

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

Executive Summary

This program offer accounts for shared expenses of the Department of County Assets (DCA) Information Technology (IT) Division. It includes DCA internal services 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. The IT trainers supported through this program provide a wide variety of training services throughout the County, including support for the County's Hybrid Workforce and the Future of Work, Workday, and Google Workspace. Equity considerations are included as a part of training design and delivery, most notably in the coming year around equity considerations in a Hybrid work environment.

Performance Measures

Measure Type	Primary Measure	FY21 Actual	FY22 Budgeted	FY22 Estimate	FY23 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.

Legal / Contractual Obligation

Revenue/Expense Detail

Program Expenses	Adopted General Fund 2022	Adopted Other Funds 2022	Requested General Fund 2023	Requested Other Funds 2023
Personnel	$0	$870,246	$0	$1,184,720
Contractual Services	$0	$105,010	$0	$125,000
Materials & Supplies	$0	$294,915	$0	$235,272
Internal Services	$0	$11,754,806	$0	$11,664,753
Capital Outlay	$0	$1,675,387	$0	$2,128,644
Total GF/non-GF	**$0**	**$14,700,364**	**$0**	**$15,338,389**
Program Total:	**$14,700,364**		**$15,338,389**	
Program FTE	0.00	4.00	0.00	4.00

Program Revenues				
Other / Miscellaneous	$0	$13,229,652	$0	$13,157,957
Beginning Working Capital	$0	$1,646,380	$0	$2,180,432
Total Revenue	**$0**	**$14,876,032**	**$0**	**$15,338,389**

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 2022: 78316 IT Shared Operating Expenses

Reduction of 0.75 FTE is due to a transfer of allocation from program offer 78316 to program offers 78101 (0.50 FTE) and 78104 (0.25 FTE).