



Department of County Assets FY 2017 Proposed Budget

Presented to the
Board of County Commissioners

Department of County Assets
Sherry Swackhamer, Director & CIO

Multnomah County
April 27, 2016

Located at: www.multco.us/budget

Agenda

- Introduction
 - CBAC
 - Mission, Vision, Values
- Department Budget Overview
- Division Budget Overview
 - Trends
 - Budget and Policy Changes
- General Fund Reductions
- New, One-Time-Only
- Legislative Impacts
- Summary
- Questions



Committee Members

Dave Torrey, Committee Chair

- Ben Brady
- Cormac Burke
- Jeannine DeFeyter
- Scott Eissfeldt
- Robert Stabbert
- Trent Wilson

 Office of Citizen Involvement

MULTNOMAH COUNTY OREGON



Who is DCA?



Information Technology



Distribution Services



Records Management &
Archives

Who is DCA?



Fleet & Motorpool



Facilities & Property
Management



Administrative Services
Hub



Mission, Vision, Values

Department of County Assets Mission, Vision, and Values

MISSION

We actively plan, acquire, implement, and preserve core assets to effectively advance Multnomah County's services to the community.

VISION

As Multnomah County's infrastructure backbone, we lead innovative, sustainable best practices, redefining when, where, and how our local government operates.

CORE VALUES

Integrity - We are honest and trustworthy in all aspects of our work. We are each personally accountable for the highest standards of behavior.

Collaboration - We have close, cooperative working relationships with our customers and each other. We see the possibilities from others' perspectives. We say "yes" to the right projects.

Leadership - We are talented employees effectively applying our expertise to address business challenges. We lead through our competence, creativity, and collaboration.

Diversity - We treat one another with dignity and respect and take pride in the significant contributions that come from diverse individuals and ideas. We pursue inclusion and social justice for everyone.

Excellence - We exceed customer expectations in affordability, quality, and delivery. We strive to be better tomorrow than we were yesterday. We celebrate our successes.

Innovation - We embrace change openly and enthusiastically. We always consider new ideas and encourage ingenuity and resourcefulness.

Responsibility - We are accountable for the resources entrusted to us. We use good judgment and sound thinking when making technical and financial decisions. We deliver results.

Sustainability - We believe in a sustainable future and the triple bottom line: equity, economy, and environment. We champion sustainable practices in all areas of our work.

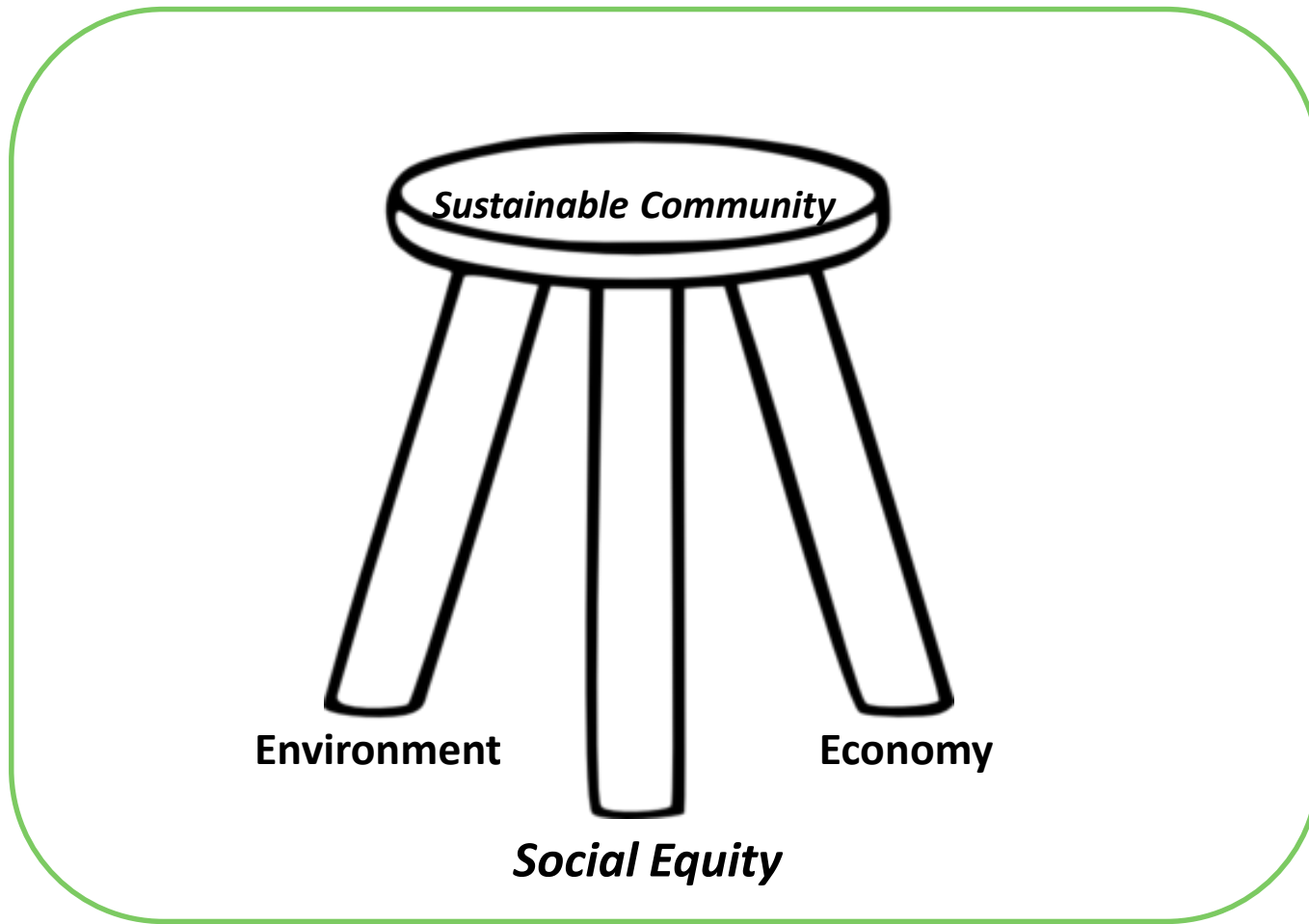
TAGLINE

Inclusive Workplace. Innovative Technologies. Sustainable Practices. Creative Synergies.



Our Perspective

Triple Bottom Line



Strategic Plan

BHAG:

“Deliver meaningful value to our customers through strategic partnerships that are founded on a mutual understanding of each others’ business.”

Goals:

Goal 1: Create an environment of trust, creative problem solving, and an attitude of “yes” in our relationships with customers and colleagues.

Goal 2: Generate engagement and community at all organizational levels of DCA and shape our culture.

Goal 3: Deliver innovative responses to the emerging trends that affect the way the County does business.

Goal 4: Apply a systems perspective to the work of DCA that mutually supports economic, equitable, social and environmental goals.

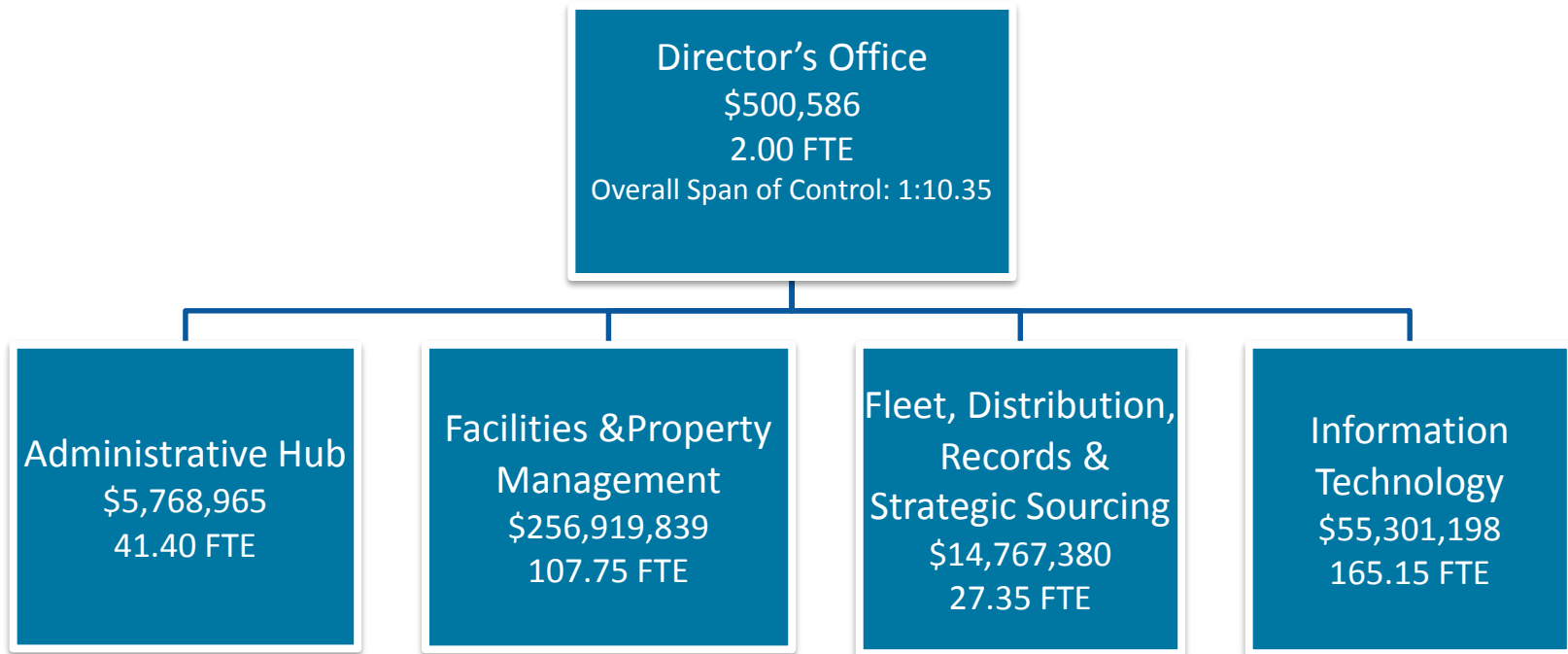


Strategic Accomplishments

- Received FAC-1 approval for three major projects
- Issued RFP for Walnut Park redevelopment ideas
- Completed ERP Vendor and System Integrator Selection
- Successfully vacated Morrison Bridgehead Property
- Replaced aging mail sorting/processing equipment
- Completed the first LEAN project for internal services
- Completed final VoIP implementations
- Institutionalizing diversity, equity and inclusion



Organizational Chart



**Includes cash transfers, contingencies, and unappropriated balances*



Key Assets

FY 2016 Employee Recognition Team Nominees

- Individual Nominations
 - Diversity and Cultural Competency
 - Innovation
 - Public Service to Internal Candidates
- Team Nominations
 - Outstanding Team Achievements
 - Sustainability



Who We Serve/What We Do

Process 1.5M
pieces of internal
and external mail

Manage 129
leased and owned
buildings with 3.7
million sqft

Maintain 700
vehicles in fleet
rolling stock

Maintain over
6,900 PCs,
laptops, and
tablets

Support 300+
business systems
across 7
departments

Maintain 121M
public records
dating back to the
1800's

Process 1,200+
procurement
and contracting
transactions

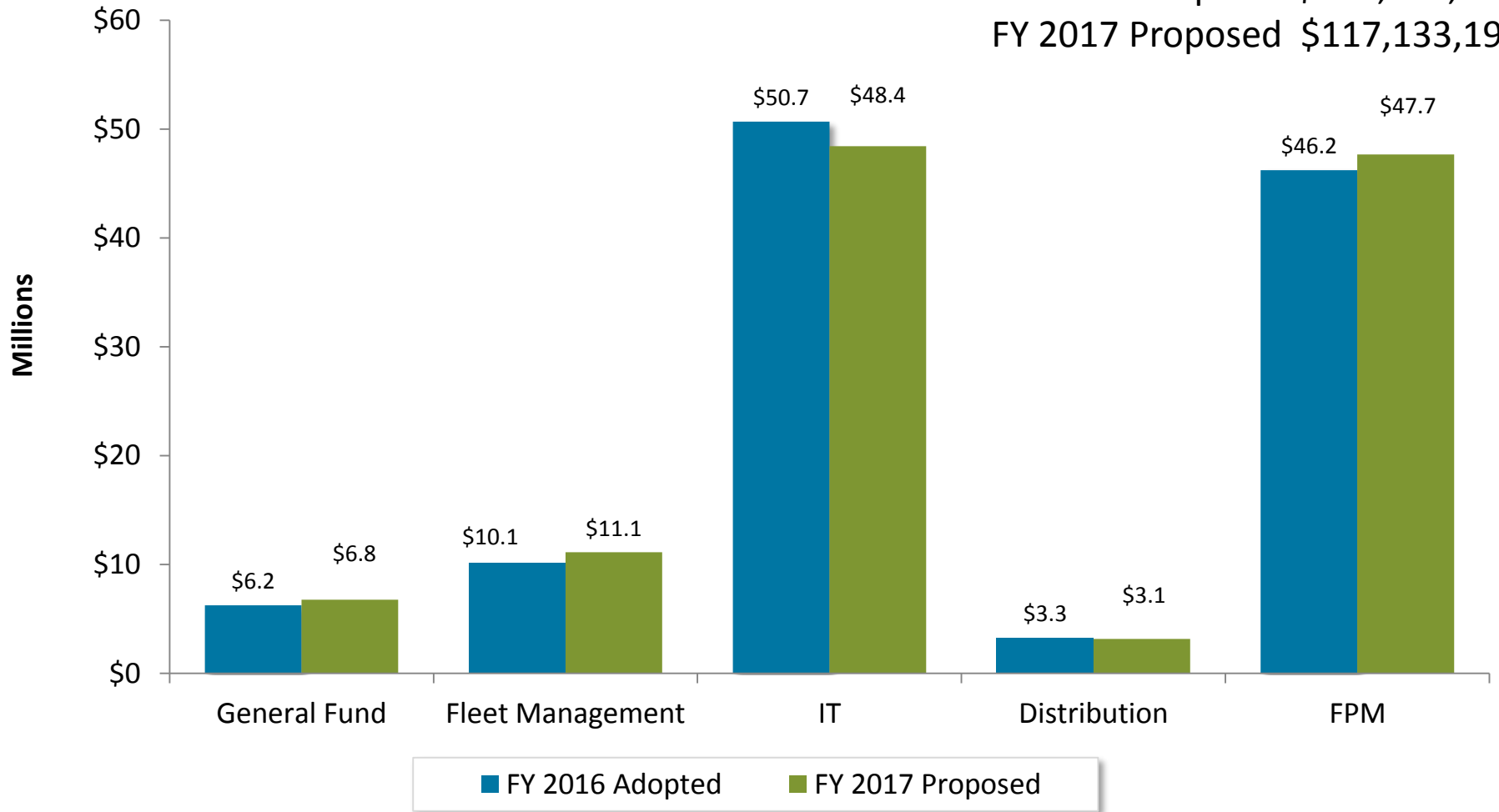
Process over
14,000 accounts
payable
documents

Enable 40,000
motor pool trips
in 60 vehicles at
4 sites



Budget by Fund (Expenditures) Operations

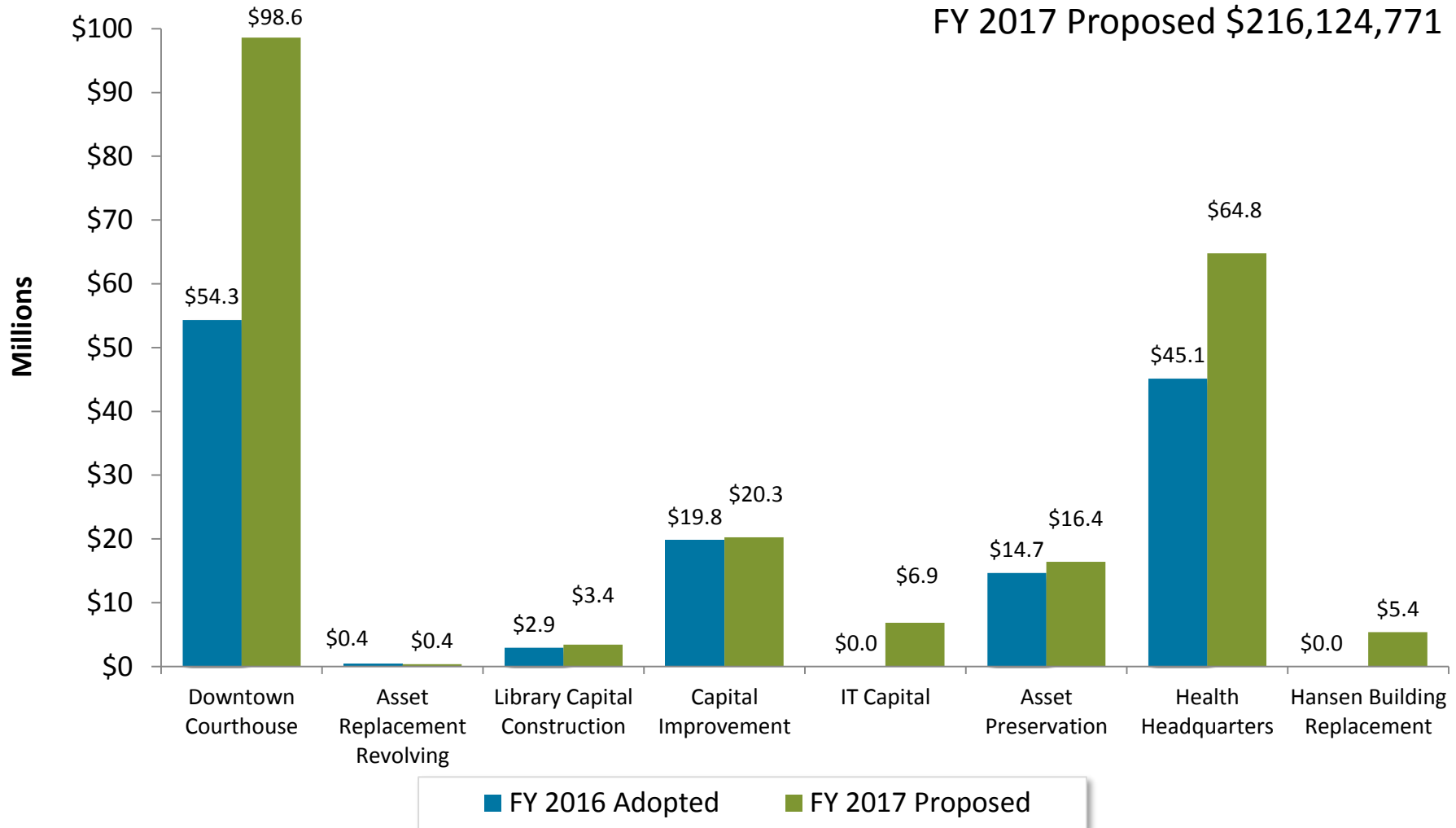
FY 2016 Adopted \$116,550,677
FY 2017 Proposed \$117,133,197



Budget by Fund (Expenditures) Capital Funds

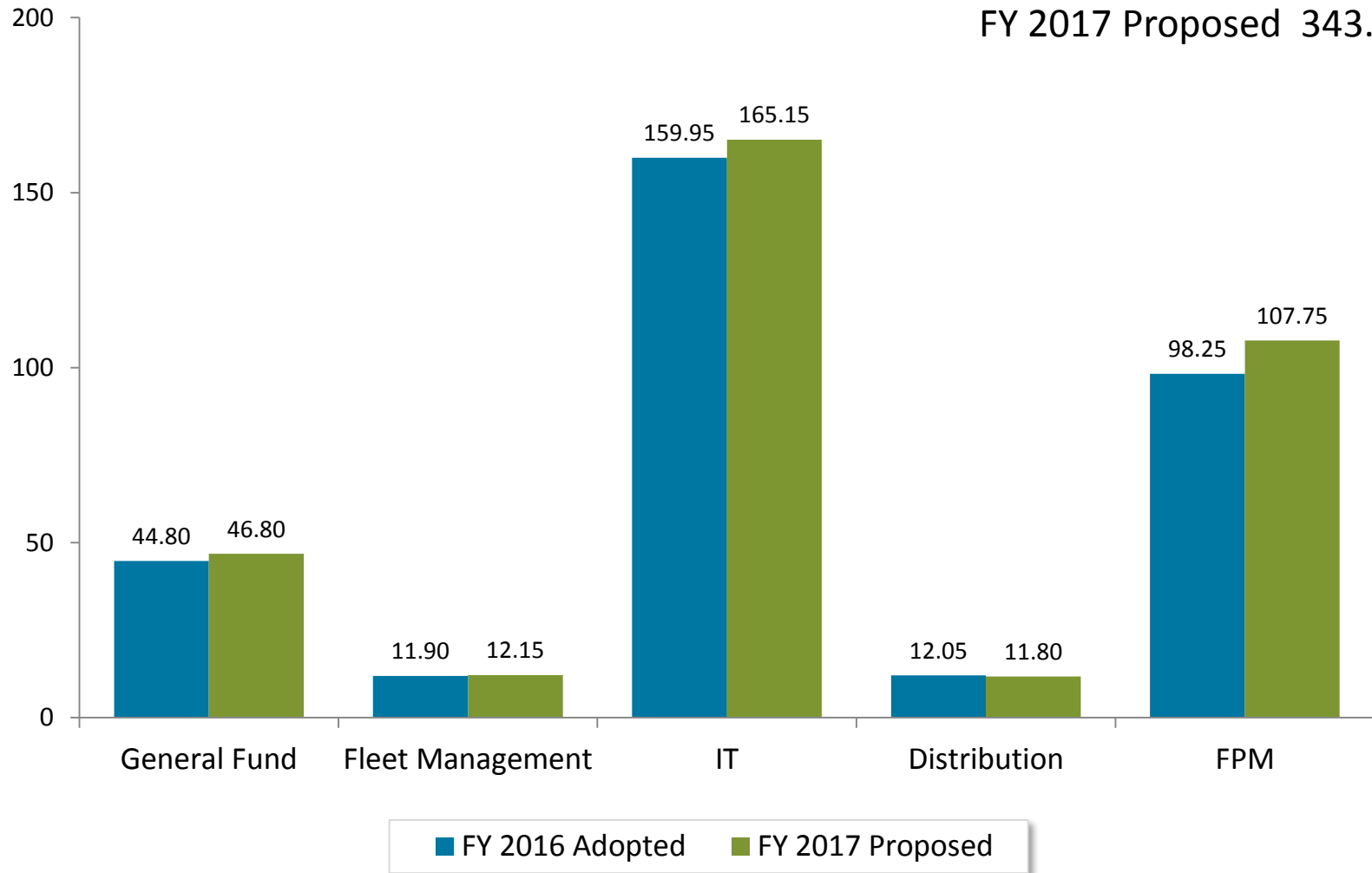
FY 2016 Adopted \$137,313,540

FY 2017 Proposed \$216,124,771

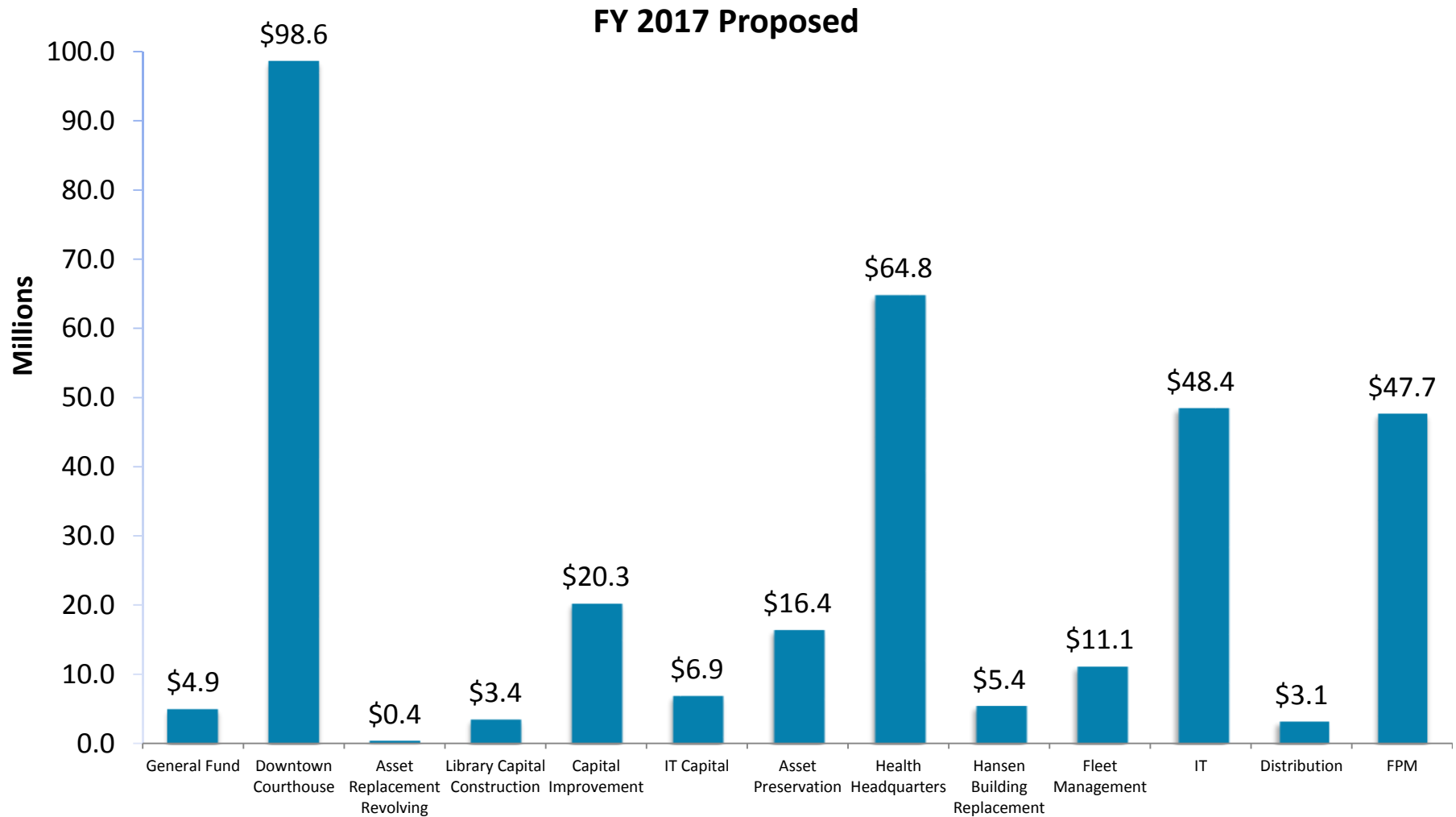


FTE by Fund

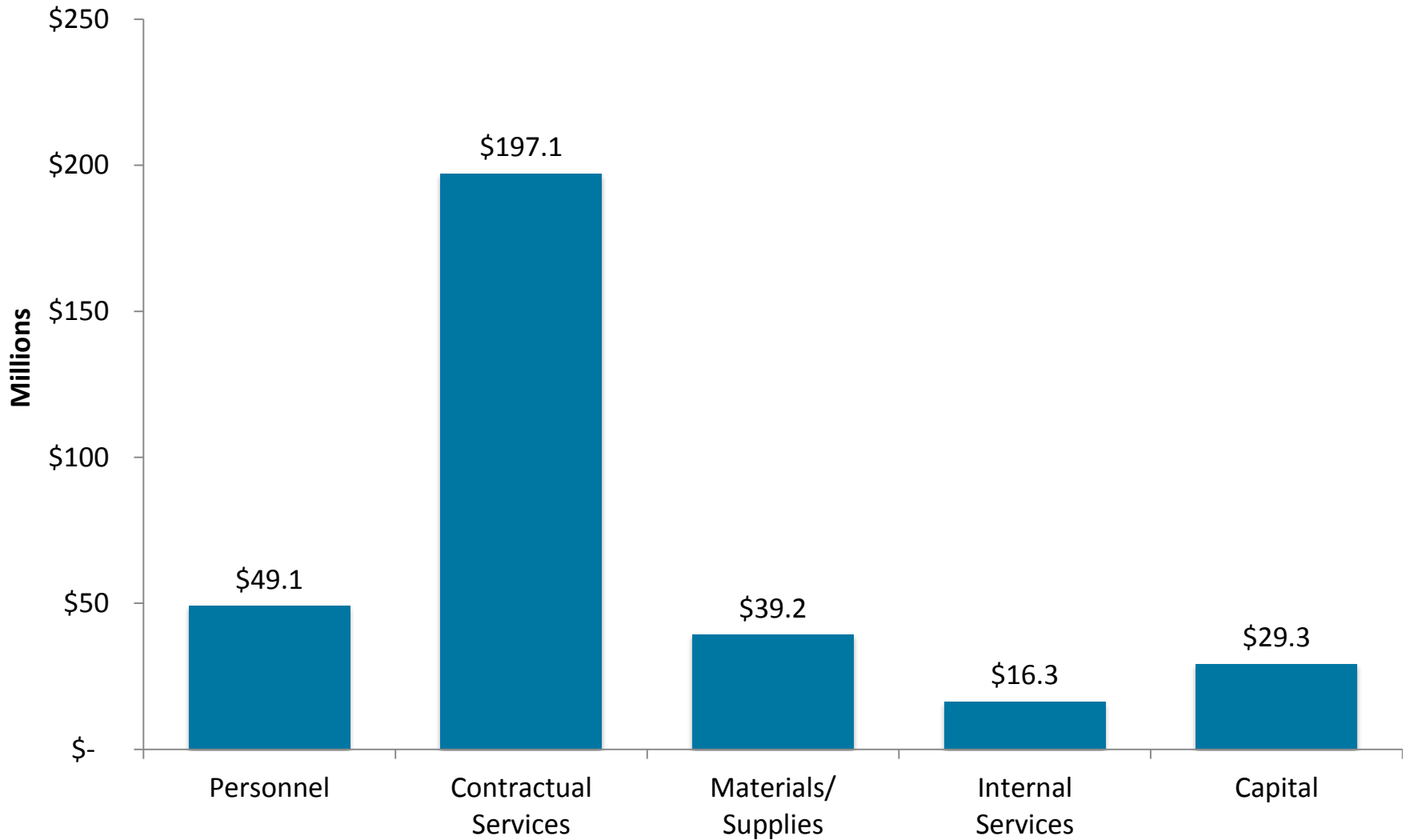
FY 2016 Adopted 326.95
FY 2017 Proposed 343.65



Budget by Funding Source - \$331.4 (Revenues)



Budget by Category - \$330.9*



*Total does not include Cash Transfers or Unappropriated & Contingency





FY 2017 Proposed Budget by Division

DCA Director's Office
Facilities Management
Information Technology
Fleet, Records, Distribution &
Strategic Sourcing
Administrative Services Hub

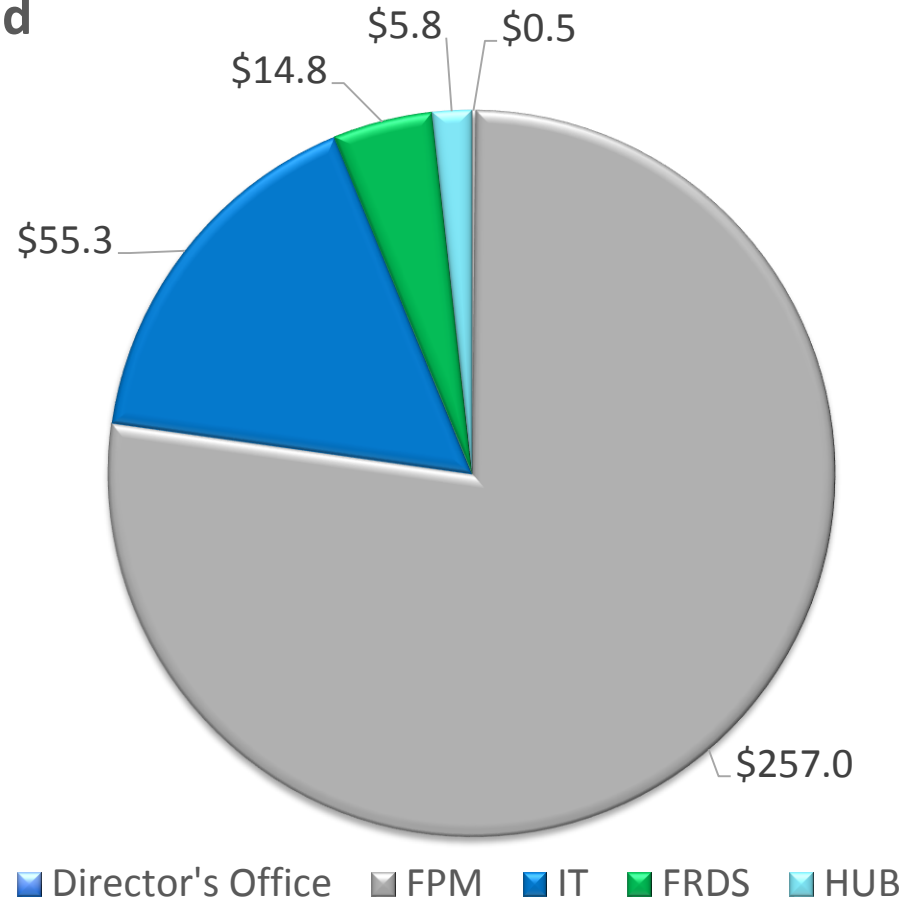
Department of County Assets
Sherry Swackhamer, Director & CIO

Multnomah County
April 27, 2016

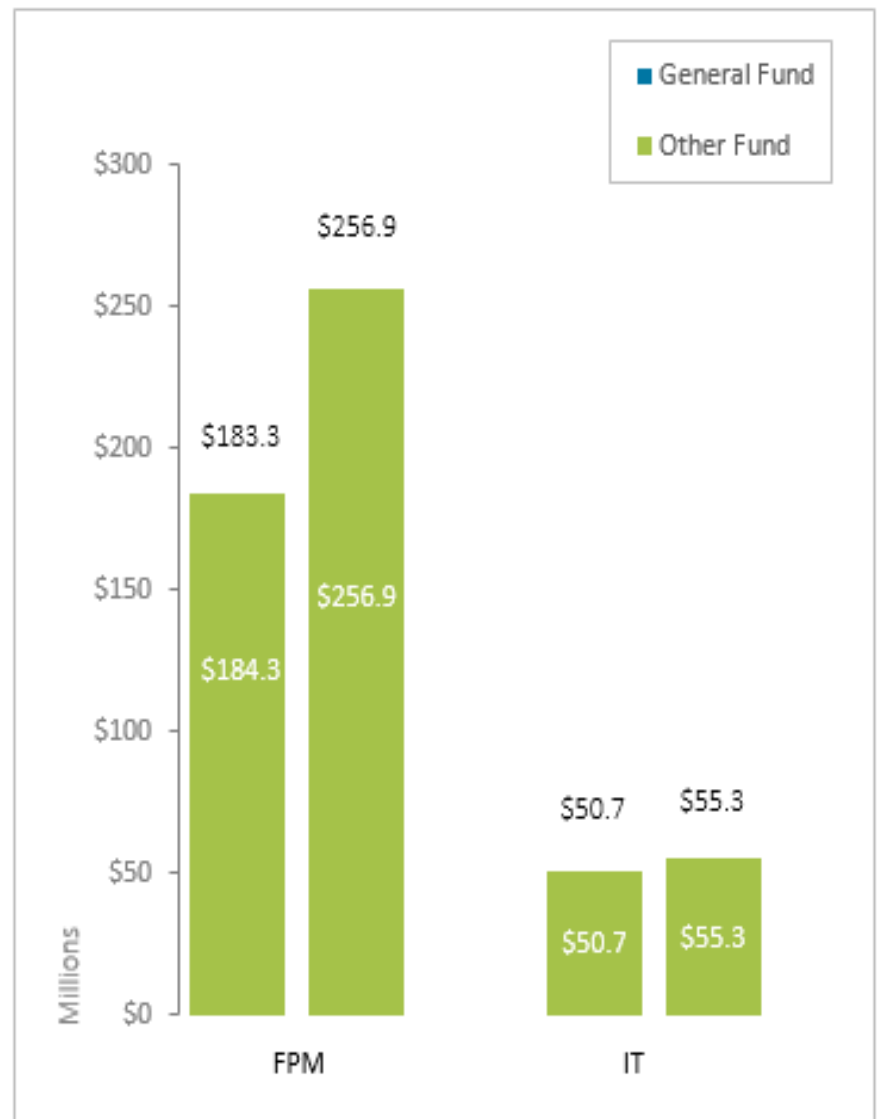
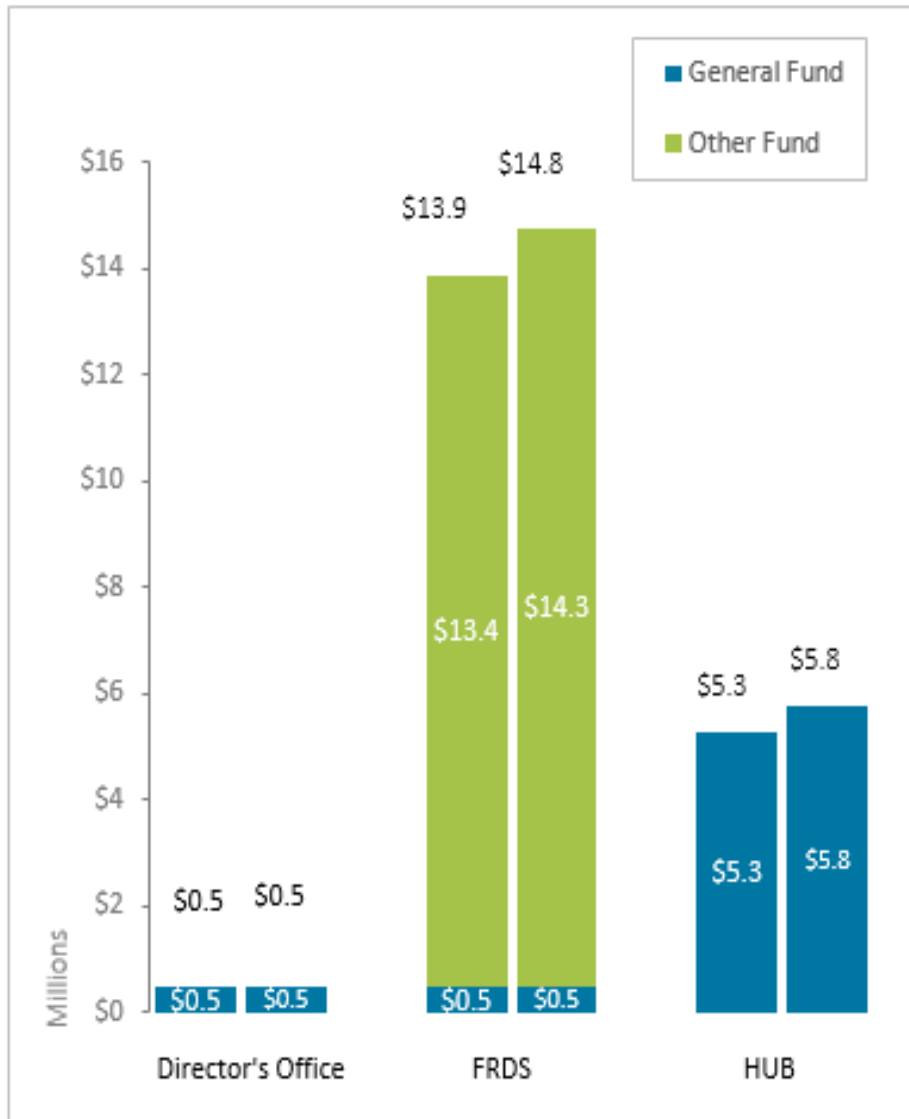
Located at: www.multco.us/budget

Budget by Division

**FY 2017 Proposed
\$333.3 Million**



Year over Year Division by Fund



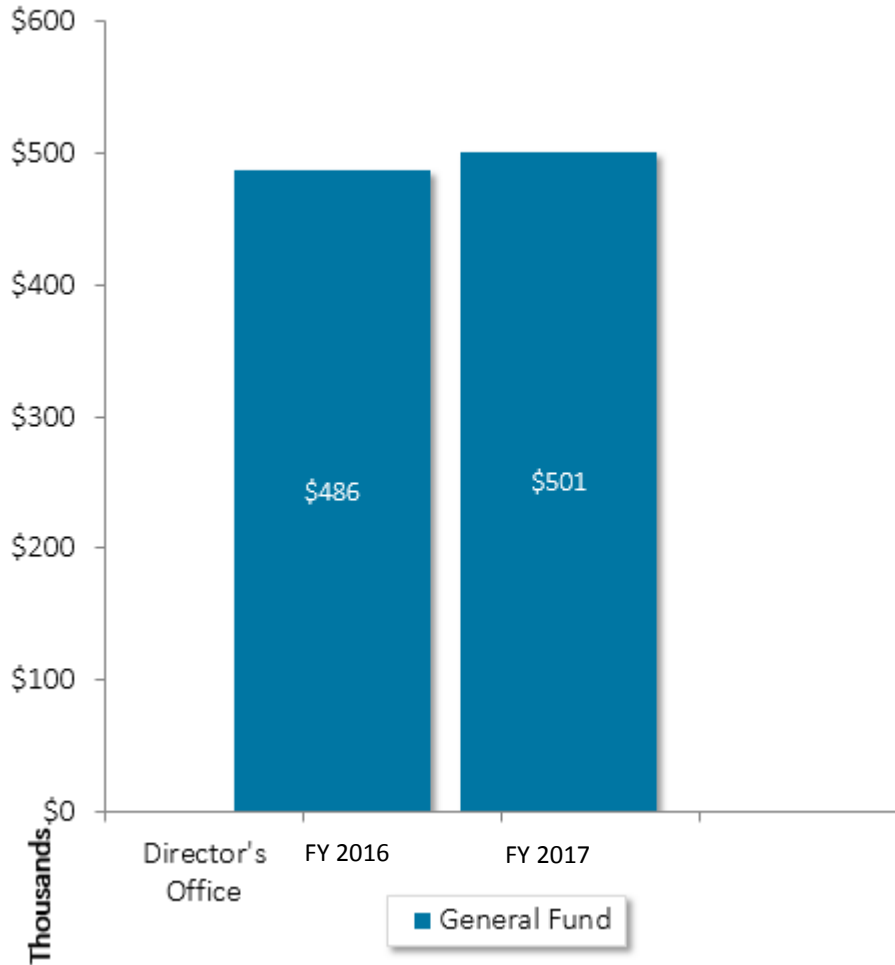
Strategic Direction // Director's Office

Director's Role

- Provide strategic direction
- Hold management and staff accountable
- Promote and enable innovation
- Remove barriers to success
- Manage expectations and risks



Budget by Division // Director's Office



- General Fund increased by 3% within current service levels and constraint
- 100% of cost recovered via Internal Service charges
- No Change in FTE



Strategic Direction // Facilities Management

Priorities

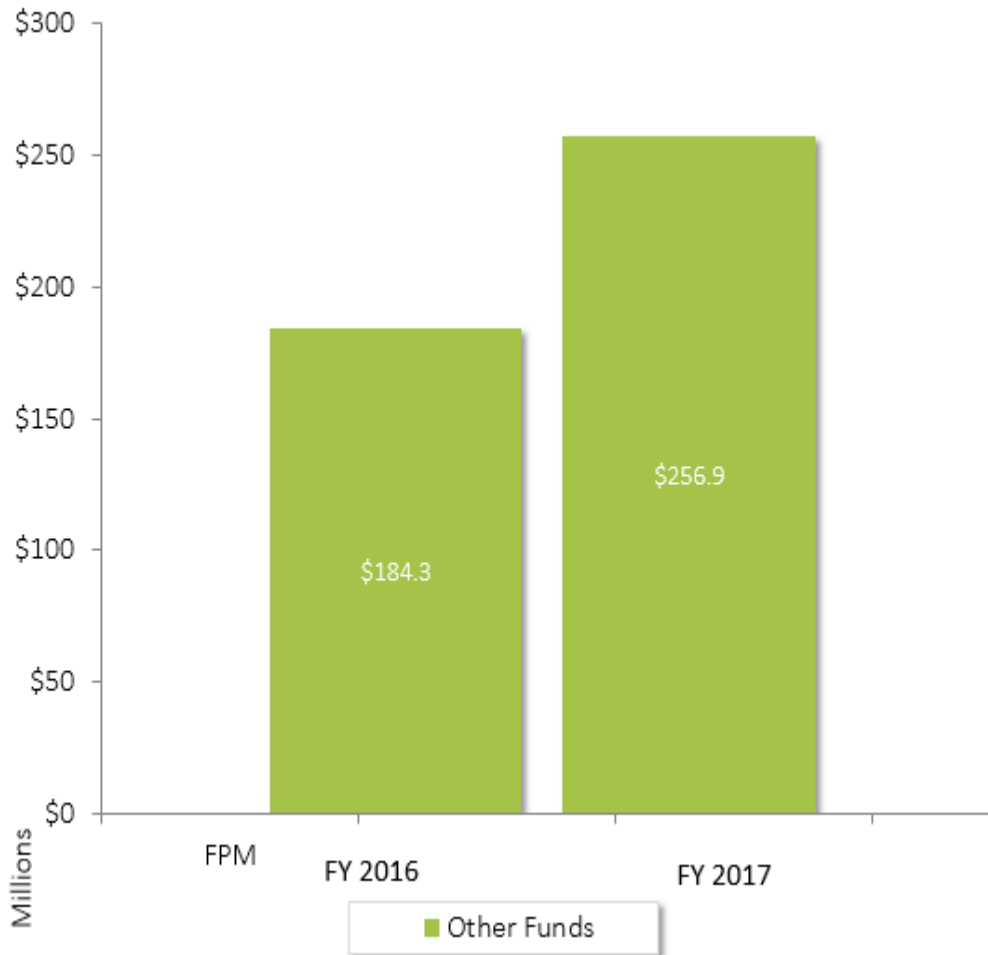
- Implementing projects and initiatives which build resilience, improve safety/security and modernize our facilities
- Condition assessments for key facilities
- Alignment with departmental programmatic needs

Challenges

- Managing departmental and political expectations and risk
- Balancing the ongoing operational needs with project demands



Budget by Division // Facilities Management



- Other Funds increased by \$72.6M
- 9.0 FTE added to provide consistent & reliable services to support County operations
- Added new program offers 78220 DCJ Mid County Facility, 78221 MCDC Detention Electronics
- Created new fund (2512) for the Hansen Building Replacement



Strategic Direction // Information Technology

Priorities

- Strategic Technology Plan
- Enterprise Resource Planning
- Cybersecurity
- Health Care Transformation

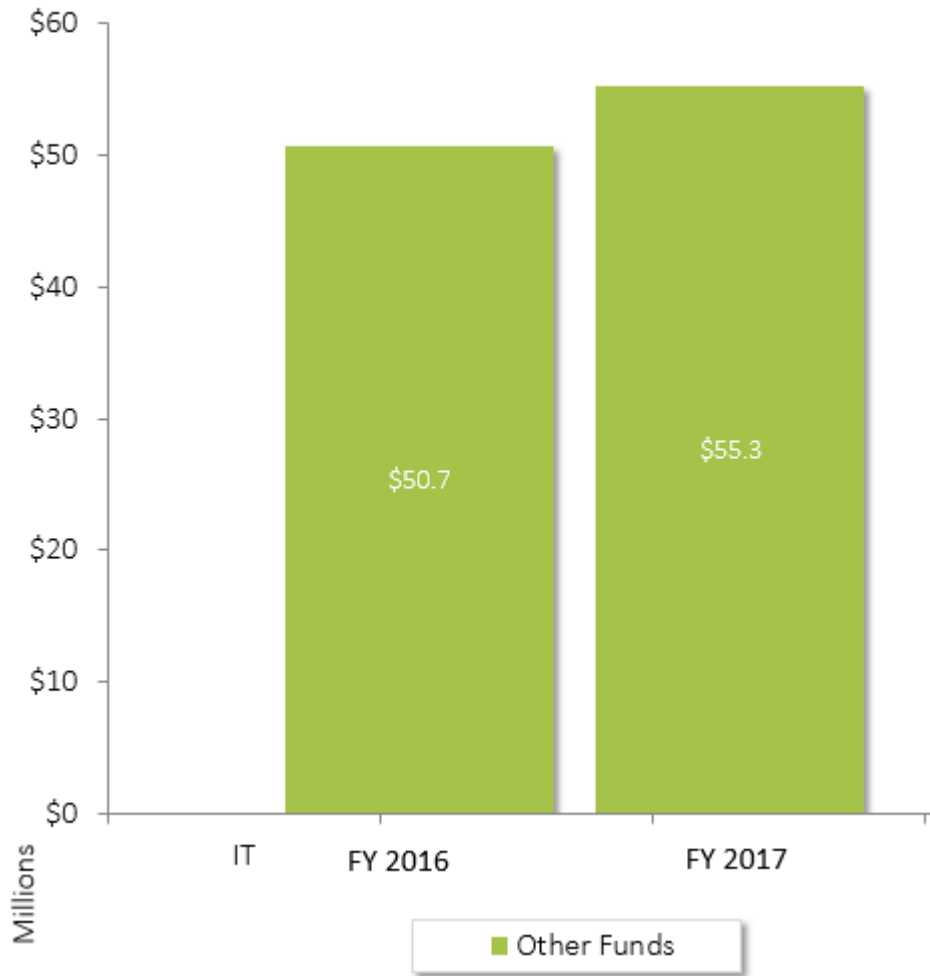


Challenges

- Recruiting and retaining talent
- Minimizing cybersecurity risks
- Building resiliency and redundancy
- Modernizing for the digital future!



Budget by Division // Information Technology



- Other Funds increased by \$4.6M
- 3.2 FTE added to address overall county growth and department needs
- Consolidated \$6.9M of IT Capital projects into Fund 2508 to provide transparency and enhanced oversight
- Project prioritization focused on: ERP, Cybersecurity, and Health Care Transformation
- OTO funding for program offer 78319 Crimes Replacement



Strategic Direction // FRDS

Priorities

- Expansion of County Fueling capabilities at the Yeon, Shops, including tanks and Fuel Management System
- Continued expansion of new Records Management system to meet County-wide electronic and paper records needs
- Development of a formal Strategic Plan for the County's internal transportation needs
- Extend and enhance the CarShare/Motor Pool program

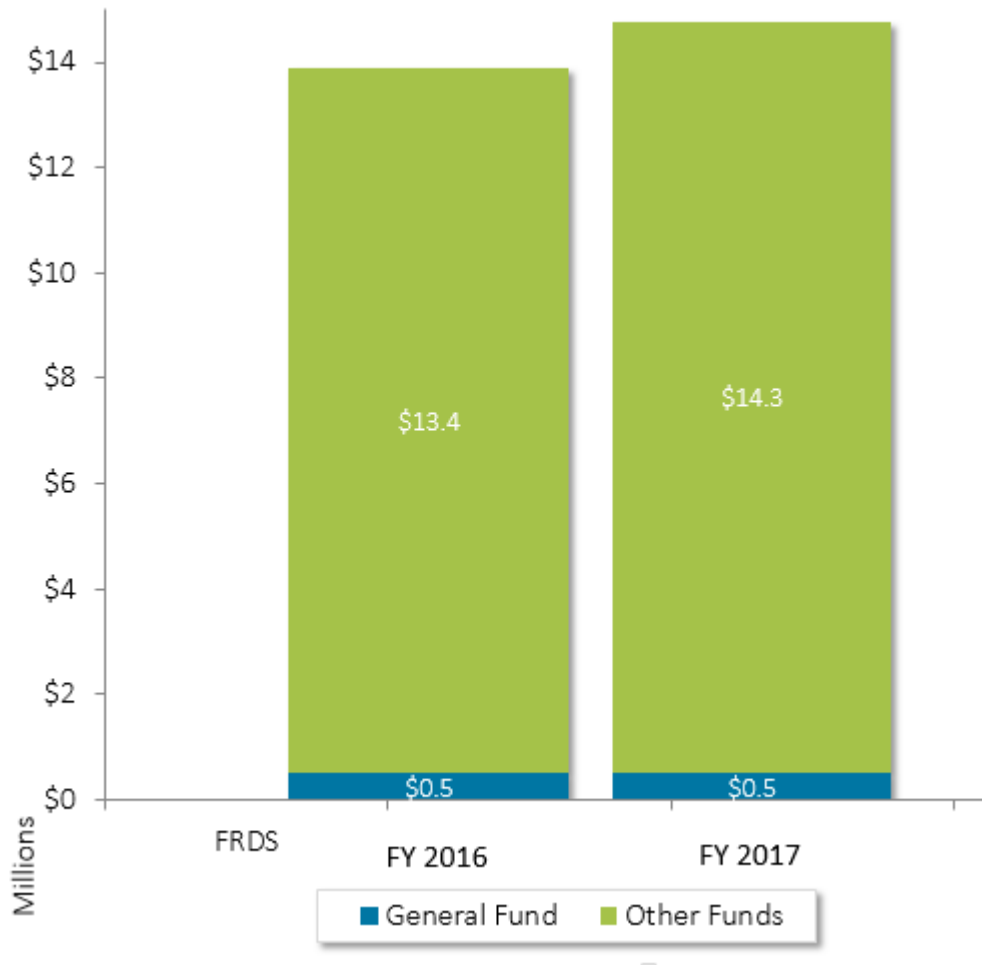


Challenges

- Managing the diversity of the portfolio
- Managing customer expectations, resource capacity and risk



Budget by Division // FRDS



- Other Funds increased by \$0.9M and GF remained relatively flat
- Net zero FTE changes
- GF reductions taken
- Expanding electronic records management system county-wide
- After successful pilot, implemented CarShare/Motor Pool program
- Implemented new mail sorting and distribution system



Strategic Direction // Administrative Services Hub

Priorities

- Optimizing and streamlining processes
 - Internal service rate development
 - Employee on-boarding
 - Procurement and contracting support for major Construction and Technology initiatives
- Enhancing customer service programs

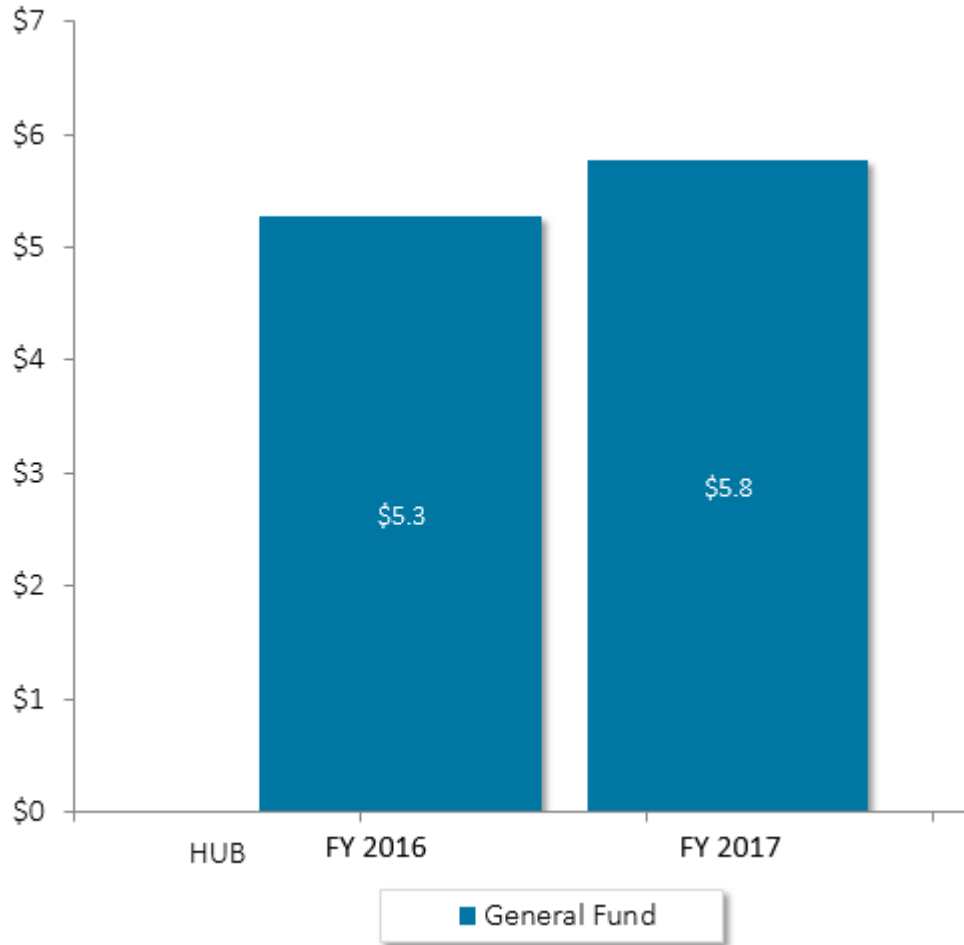


Challenges

- Building infrastructure, bench strength, and succession
- Managing expectations and unpredictable volumes



Budget by Division // Administrative Services Hub



- General Fund increased \$0.5M, majority increase is recovered via Internal Service charges
- 2.0 FTE added; 1.0 FTE in Procurement and Contracting and 1.0 FTE in Human Resources
- 2% GF reduction taken



General Fund Reductions

Program Offer	FY 2017 General Fund	General Fund FTE
Program Offer 78101-17 Administrative Hub Procurement & Contracting <i>(reduction in contracted services and travel)</i>	\$13,121	0.00
Program Offer 78103-17 Administrative Hub Human Resources <i>(reduction in temporary personnel and travel)</i>	\$10,500	0.00
Program Offer 78405-17 Countywide Strategic Sourcing <i>(reduction in temporary personnel)</i>	\$13,625	0.00
Department Total	\$37,246	0.00



OTO Funded Program Offers

Program Offer (\$ million)	Beginning Working Capital	FY 2017 OTO GF	FY 2017 Other Funds	Total
78212-17 Facilities Downtown Courthouse	\$31.9	\$19.9	\$46.8	\$98.6
78215-17 ESPC – Juvenile Justice Complex Lighting	\$1.0	\$0	\$0	\$1.0
78216-17 ESPC – Inverness Jail - Water	\$1.5	\$0	\$0	\$1.5
78217-17 Yeon -AG Fuel Tanks Installation	\$0.4	\$0	\$0	\$0.4
78218-17 Hansen Building Replacement	\$2.4	\$3.0	\$0	\$5.4
78219-17 Yeon Annex – Reception & Lobby Redesign	\$0.05	\$0	\$0	\$0.05
78220-17 DCJ Mid County Facility	\$0	\$7.5	\$0	\$7.5
78221-17 MCDJ Detention Electronics	\$0	\$0.1	\$0	\$0.1
78300-17 IT Continuity of Operations	\$0.1	\$0	\$0	\$0.1
78301A-17 IT Innovation & Investment Projects	\$3.7	\$0	\$0	\$3.7
78301B-17 IT Network Convergence	\$0.2	\$0	\$0	\$0.2
78318-17 Cyber Security	\$1.3	\$0	\$0	\$1.3
78319-17 CRIMES Replacement	\$0.1	\$1.5	\$0	\$1.6
Total	\$42.7	\$32.0	\$46.8	\$121.5



Legislative Impacts & Future Policy Issues

- State Impacts
 - Impacted via departmental changes
 - Secured State bond funding for \$32.4M match
- Federal Impacts—N/A
- Other Policy Issues
 - Expansion of data breach laws



Summary



Questions

