



# Department of County Management FY 2023 Proposed Budget

Presented to the  
Board of County Commissioners

Multnomah County  
May 10, 2022

Located at: [www.multco.us/budget](http://www.multco.us/budget)

# Department of County Management - Here for you in a crisis

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Looking to the future



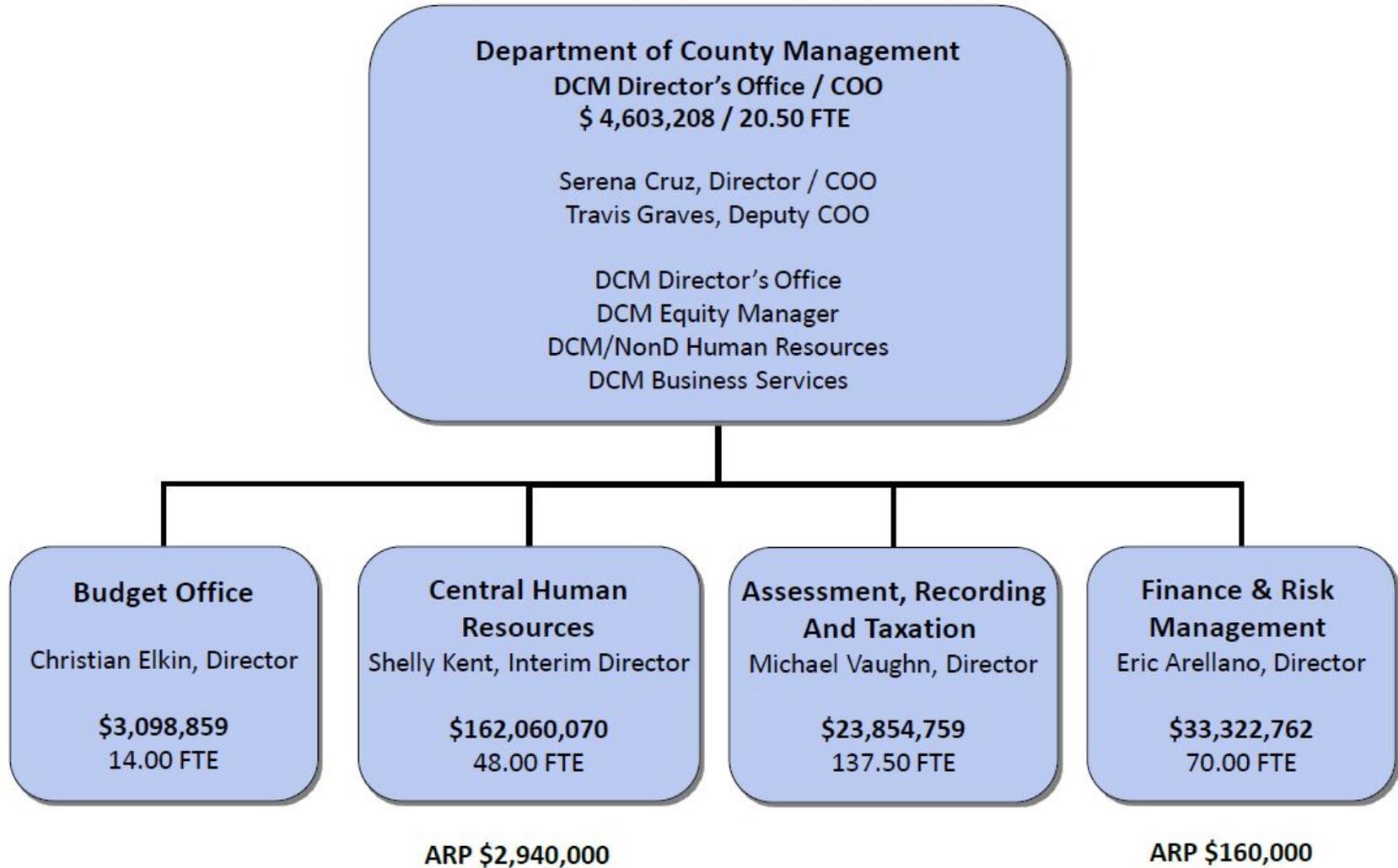
# Agenda

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- Introduction
- Community Budget Advisory Committee
- Department Budget Overview - Approach & Equity
- WESP Update
- Budget Overview by Division
- New, One-Time-Only, & Backfill General Fund
- COVID-19 and American Rescue Plan Programs
- Questions



# Organizational Chart - Who We Are



# Community Budget Advisory Committee (CBAC)

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## DCA/DCM CBAC Committee Members:

- Karen Williams, Committee Co-Chair
- Moses Ross, Committee Co-Chair
- Shani Harris-Bagwell
- Heather Berry
- Ben Brady
- Nick Prelosky
- Kent Zook



## **CBAC Key Values and Principles**

- Acknowledge systemic racism in government institutions and working to dismantle oppressive systems
- Being good stewards of public funds
- Accountability for providing cost-effective, efficient services with measurable outcomes
- Budgets as moral documents, commitment to vulnerable members of our community
- Continued improvements toward County workforce equity, employee health, safety, well-being
- Transparency in budgeting; information that is accessible and understandable to the general public



# CBAC Budget Feedback

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## **Budget Review Process:**

- Focus on one time only funding requests, out of target and new programs
- Interviewed department directors and leaders
- Reviewed program offers and provided input on those that stood out in terms of cost, impact, relative merit

## **Key themes / recommended priorities for DCM**

- WESP and Equity Lens in Budgeting
- High workforce vacancy rate; expand recruitment & planning
- Improve racial equity in contracting through Construction Diversity Equity Fund
- Building capacity and outreach to Black, Indigeneous and people of color-owned businesses and contractors
- Health and Safety for employees and community members



# CBAC Recommended Program Offers

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**DCM Recommended Program Offers** that align best with our key values and principles

- **72005B** Finance and Risk Management Purchasing MultCo Marketplace Contracts + Optimization
- **72008B** FRM Motor Vehicle Tax
- **72044B** Regional Construction Workforce Diversity Funder Collaborative
- **72005C** FRM Construction Diversity and Equity Add - Program Specialist
- **72017B** Recruiter Training and Capacity Building
- **72051** Central HR - College to County Interns



# DCM Budget Approach

## DCM's Core Work:

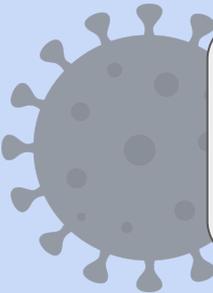
Property Tax  
Administration

Financial  
Management

Budget  
Creation

Human  
Resources

## DCM's FY 23 Priorities:



**COVID-19  
Response and  
Recovery**

**Future of Work**

**Equity**



**Leadership  
Transition**

**Workday**

**Workforce  
Security**



# Applying an Equity Lens

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- **Equity in Budgeting**

Includes the creation of the DCM Budget Review Committee

- **A more equitable DCM**

How DCM is increasing our understanding of equity & inclusion at the department, division and individual levels

- **Creating a racially just work environment**

DCM has almost 70% white employees and 35% non-represented and management employees. We have to use creative approaches in our efforts to inclusively lead with and center race.



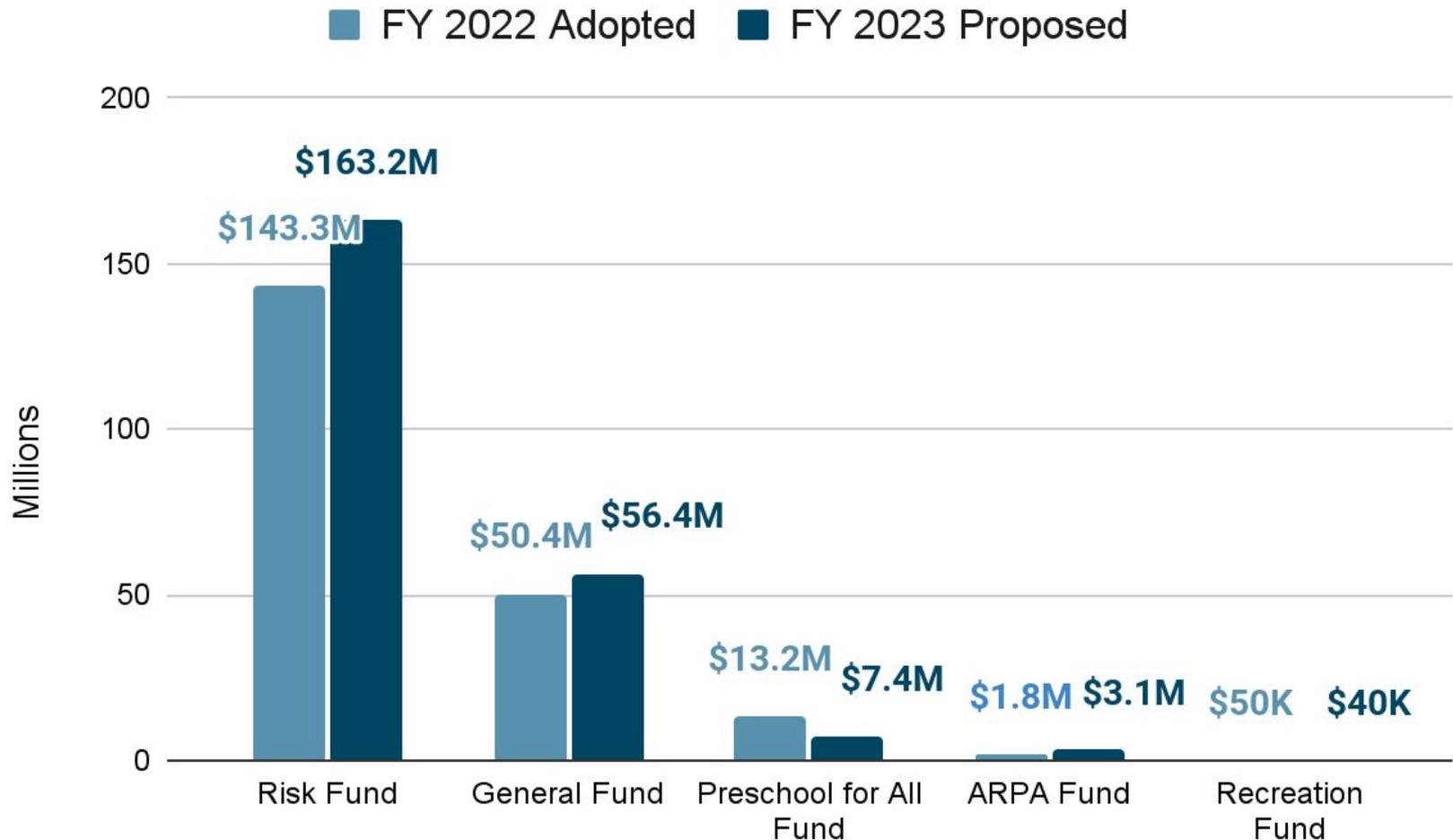
# Workforce Equity Strategic Plan (WESP) Update

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- **Accomplishments from the past year**  
Our successes over the past year
- **Current projects and focus**  
What we are currently working on
- **Goals for the coming year**  
Our priorities for the coming year
- **WESP 2.0**  
DCM still has to work to do after the last 2022 WESP goal is complete. We continue to make equity and inclusion a priority across the department.



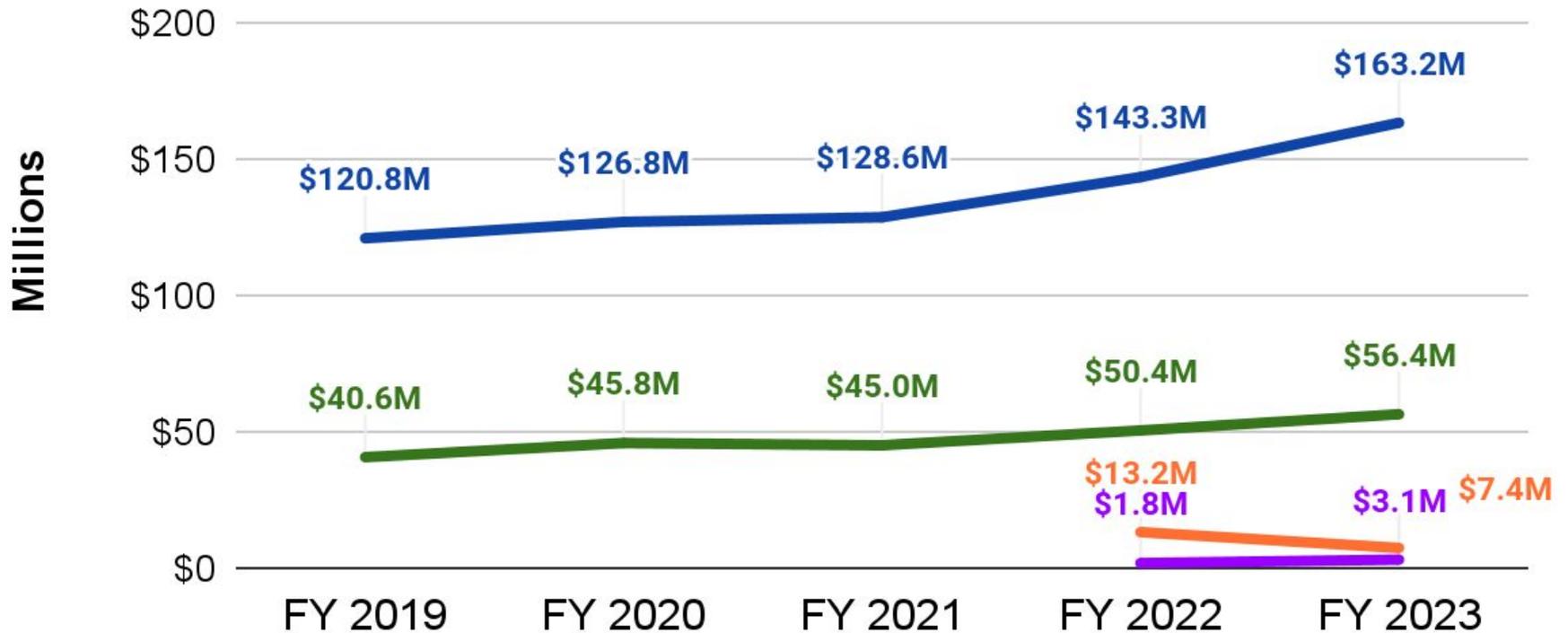
# Budget by Fund - \$230,039,658



# 5 Year Trend of Significant Funds

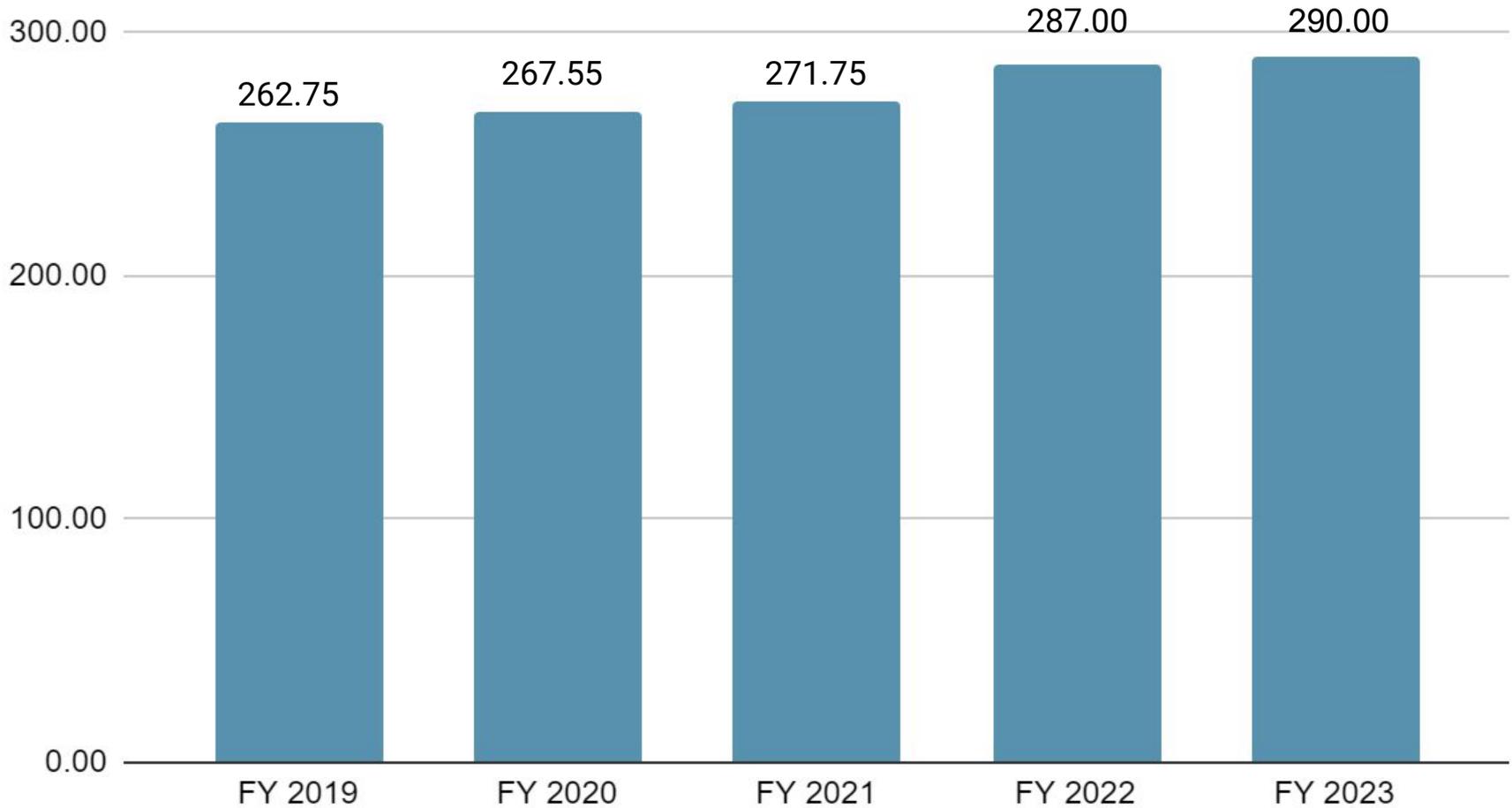
FY 2019 Adopted to FY 2023 Proposed

- Risk Fund
- General Fund
- Preschool for All Fund
- Fed/State Fund (ARP)



# FTE - 5 Year Trend

FY 2019 Adopted - FY 2023 Proposed



# Budget by Category - \$230 Million

## Budget by Category

**Internal Services**

2.8%

**Personnel**

21.1%

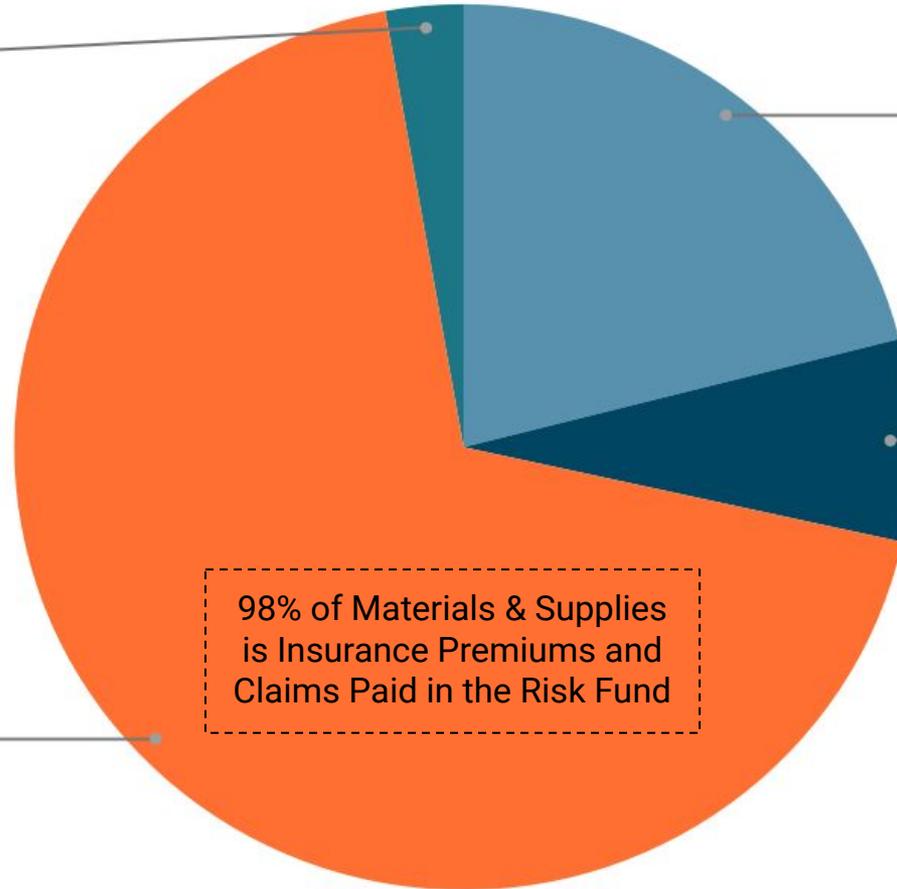
**Contracted Services**

7.4%

**Materials & Supplies**

68.8%

98% of Materials & Supplies  
is Insurance Premiums and  
Claims Paid in the Risk Fund





# FY 2023 Proposed Budget by Division

DCM Director's Office/COO

Budget Office

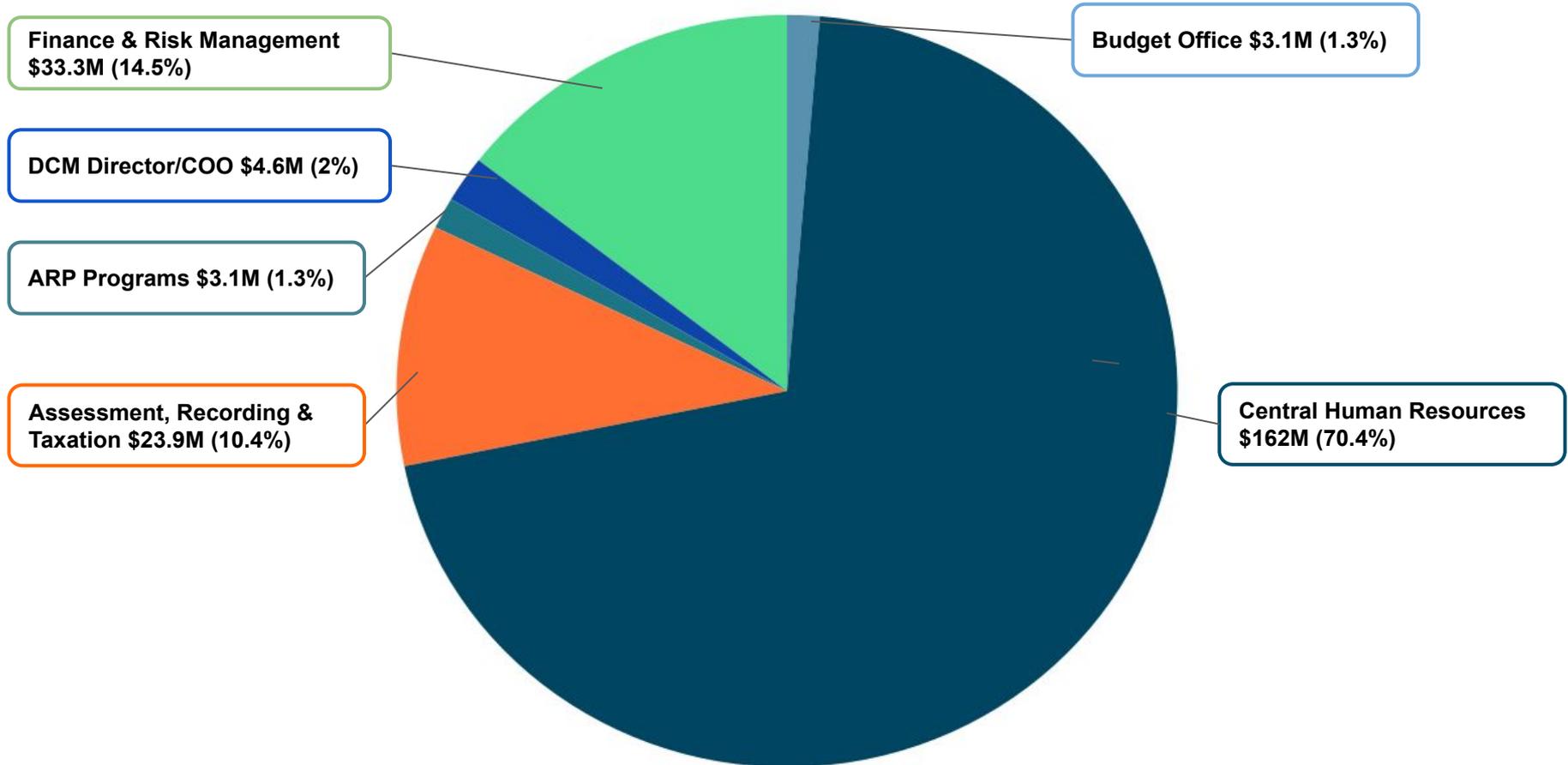
Central Human Resources

Assessment, Recording and Taxation

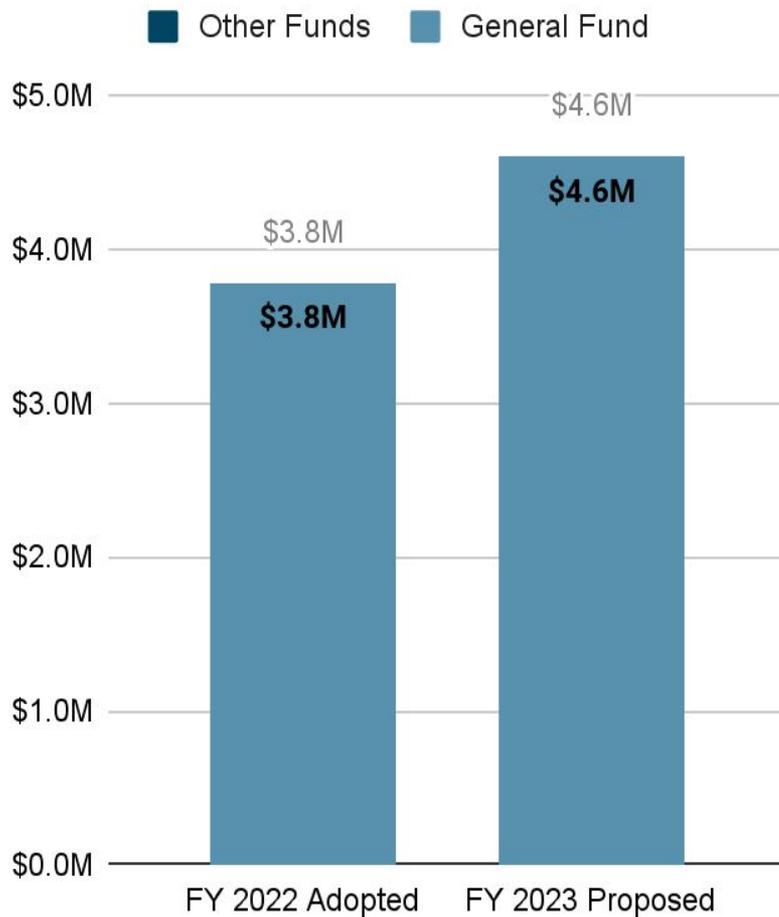
Finance and Risk Management

# Budget by Division (\$230M and 290.00 FTE)

## Budget by Division



# DCM Director's Office / COO

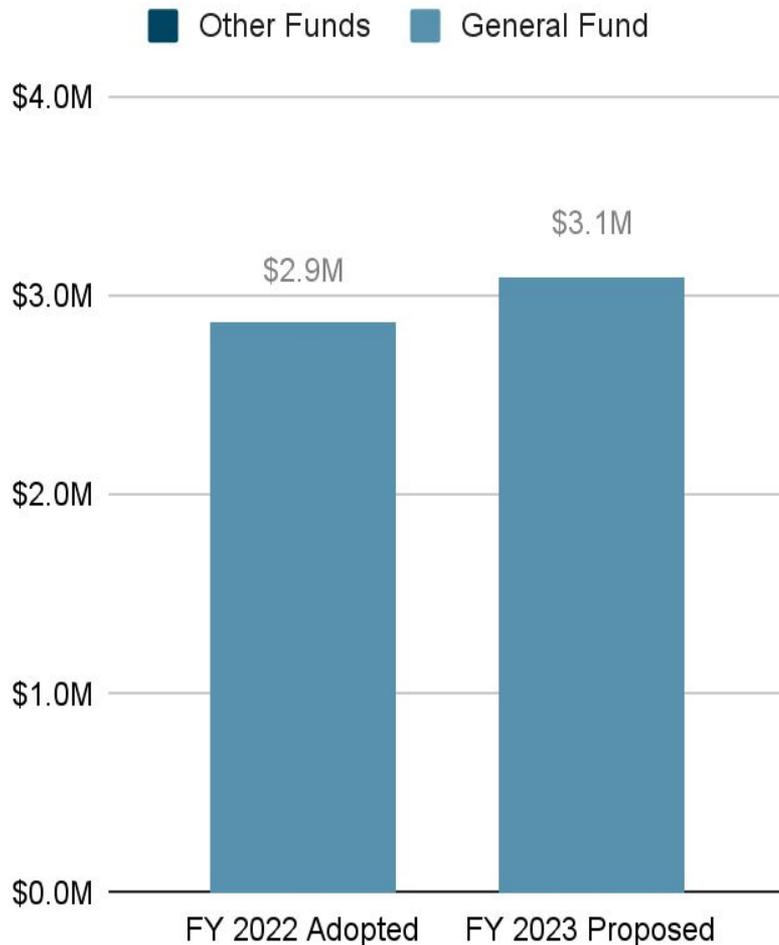


General Fund increased by \$822.7K

- 72000B COO Professional Services \$100K (\$50K OTO)
- OTO 72013 Capital Planning \$150K
- OTO 72055 Contractor Capacity Review \$250K
- HR Analyst Sr reporting to Equity Manager moved from DART to DCM Director/COO



# Budget Office



No Significant General Fund program changes from FY 2022 to FY 2023

The Budget Office:

- Guides the development of the budget process and facilitates creation of the County's largest policy document
- Provides resources and analysis to help inform decision makers and guide departments through the budget process.



# Central Human Resources Division



## General Fund increased \$2.35 M

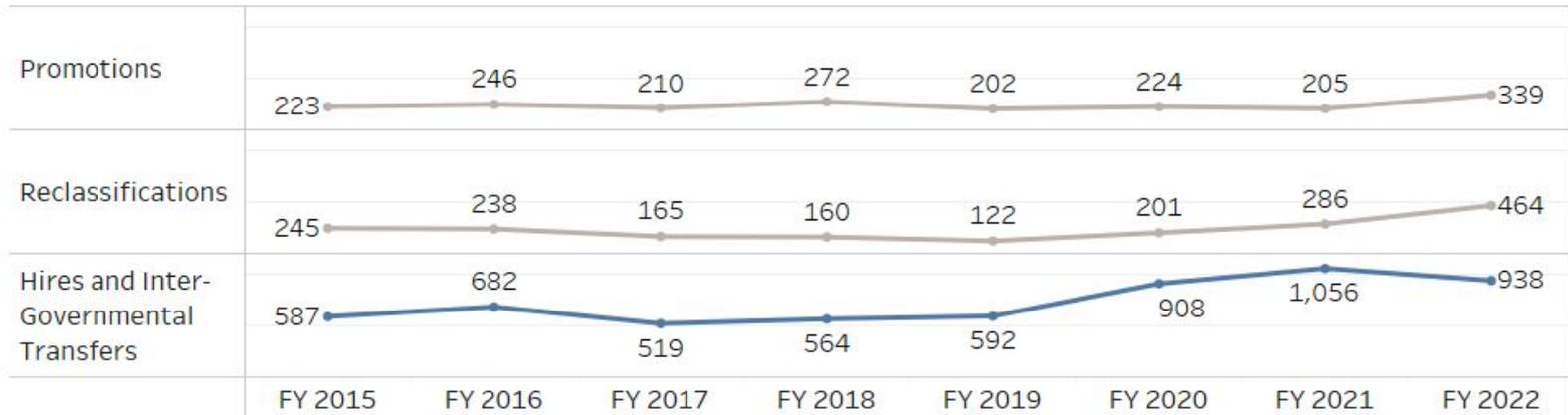
- OTO 72017B Recruiter Training & Capacity Building \$622K
- 72022B HCM Expanded Workday Support \$215K ongoing
- 72051 College to County Interns \$300K ongoing
- OTO 72053 Workday Support Review & Recommend \$1.0M
- OTO 72054 HCM Workday support Data Mart \$215K

## Risk Fund increased \$18.3 M



# Central Human Resources Division: Service Trends

Hires, Promotions, and Reclassifications by Fiscal Year from FY 2015-FY 2022



Hires Detail by Fiscal Year from FY 2015-FY 2022



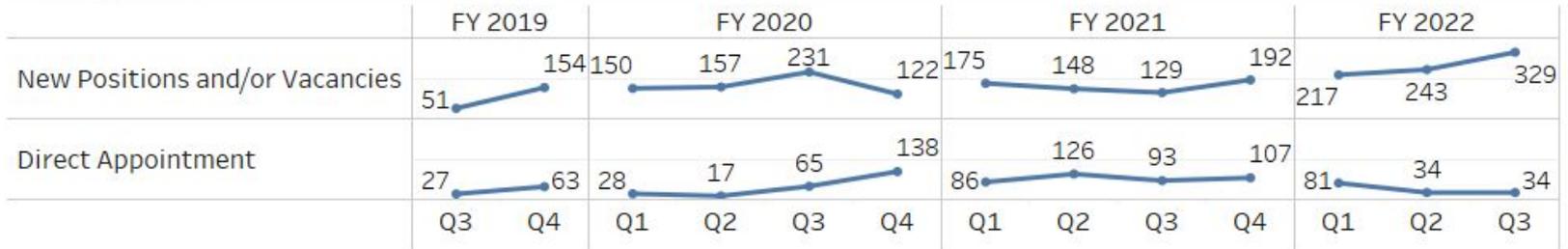
Actions for FY 2022 are as of 3/31/22



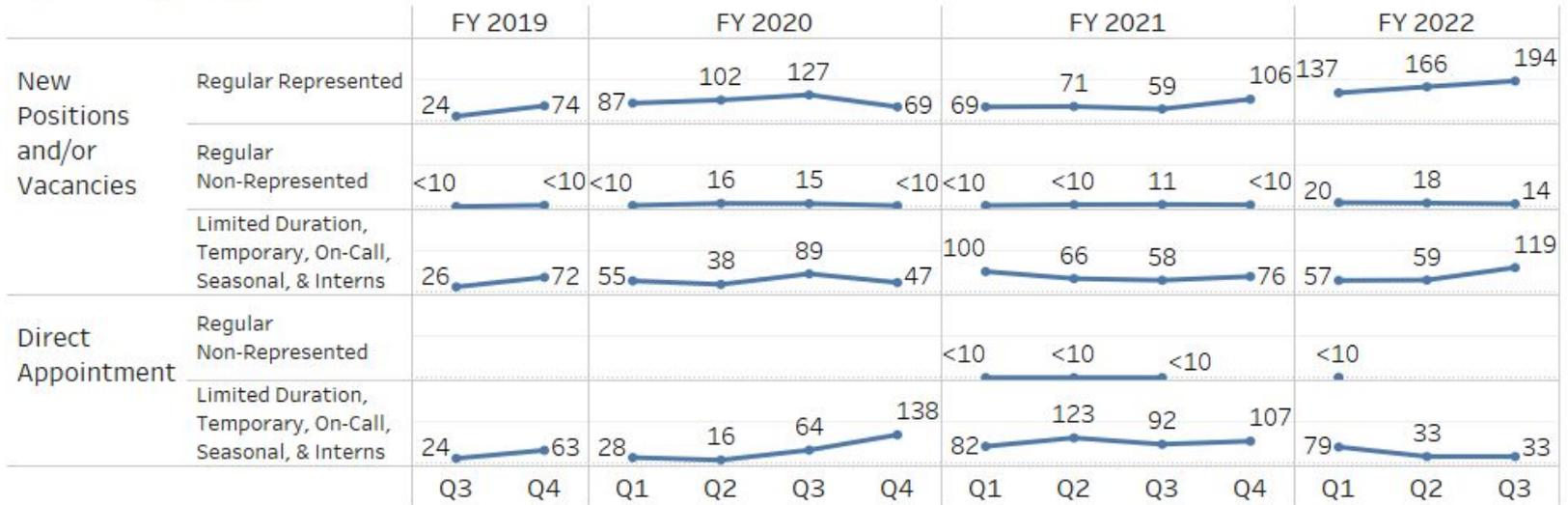
# Central Human Resources Division: Service Trends

New Positions and Vacancies & Direct Appointment Hires by Fiscal Year and Quarter from Jan 2019-present

## Countywide



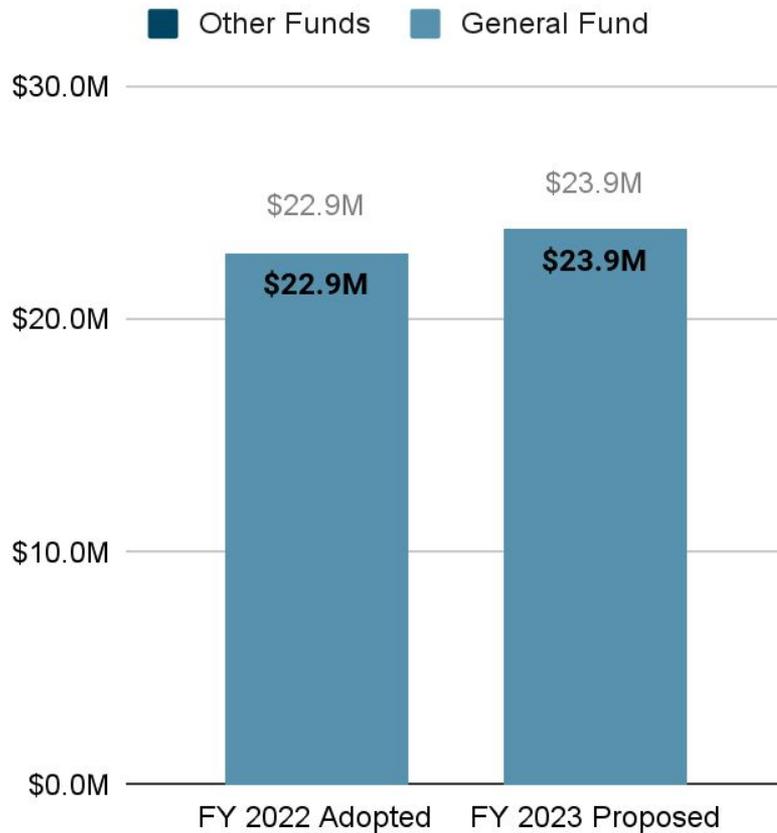
## By Employee Type



Actions for FY 2022 are as of 3/31/22



# Division of Assessment, Recording & Taxation



## General Fund Increased by \$978K

- Adapting services and delivery models to achieve objectives
- Added 1.00 FTE A&T Technician 1 within existing resources to support two programs in DART \$88.7K

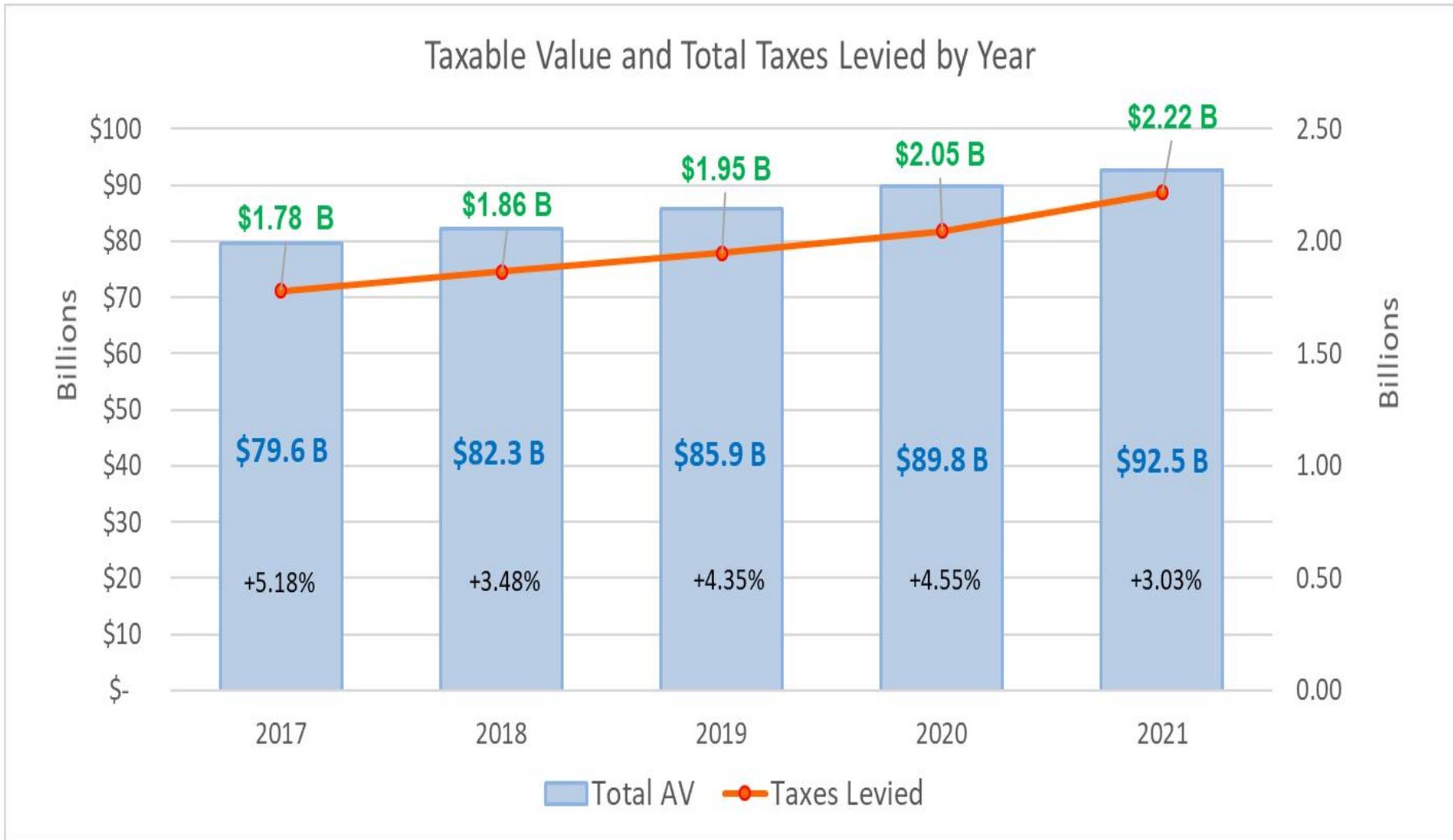


# Division of Assessment, Recording & Taxation: Significant Program Changes

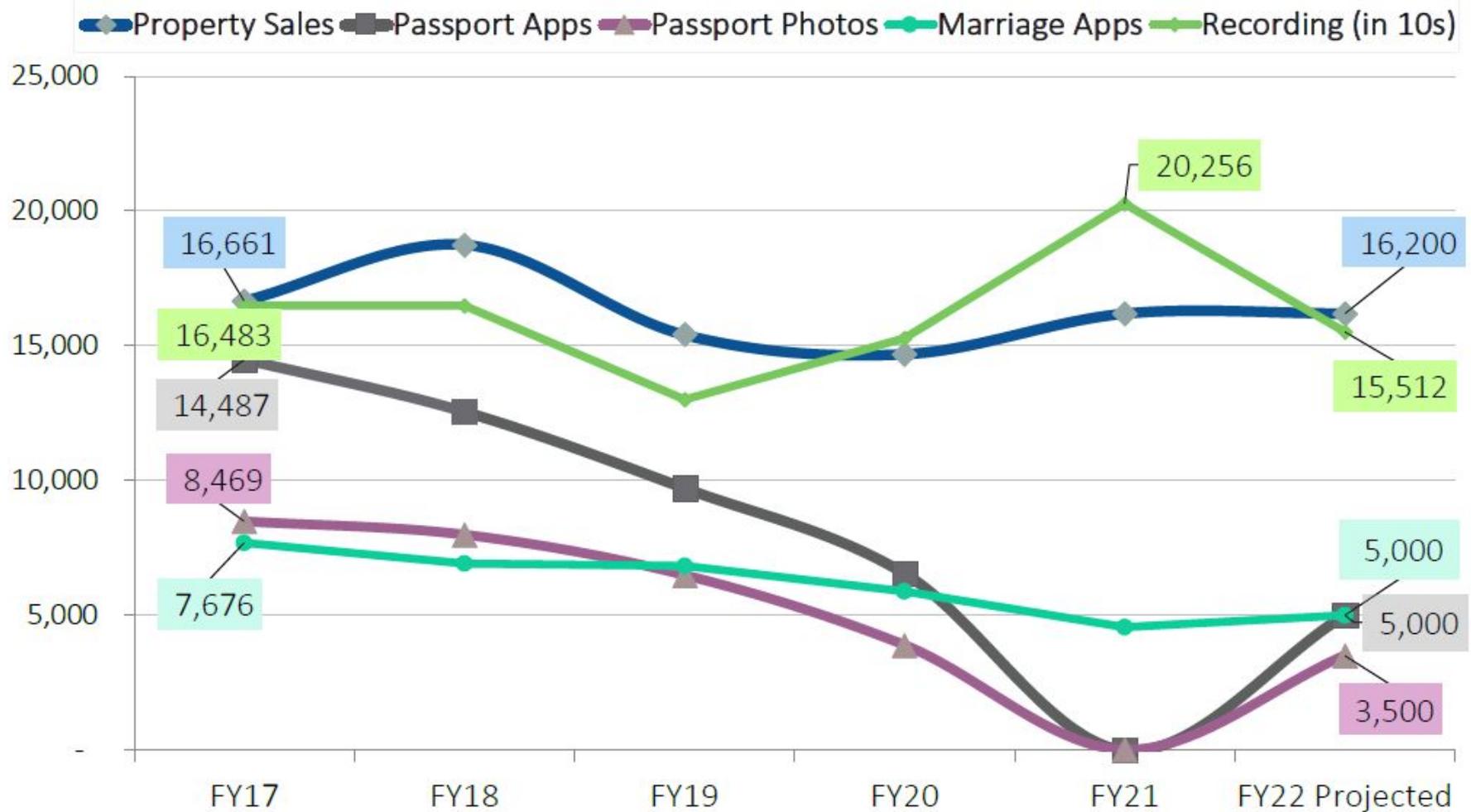
- DART's adaptation to new work environment posed by adoption of telework policies that promote County business and process over an employee's desk location was a focus in FY 2022 and continues in FY 2023.
- Each Program working to develop best practices and policies to support a hybrid workforce that continues to excel in customer service and community support.
- Technology adaptation is a significant challenge of the transition and will take years of planning and is underway
- Engaging stakeholders to develop best practices to address challenges of team and program connection, collaboration, communication



# Assessment, Recording & Taxation: Service Trends



# Assessment, Recording & Taxation: Service Trends



# Finance & Risk Management Division



## General Fund increased by \$1.54 million

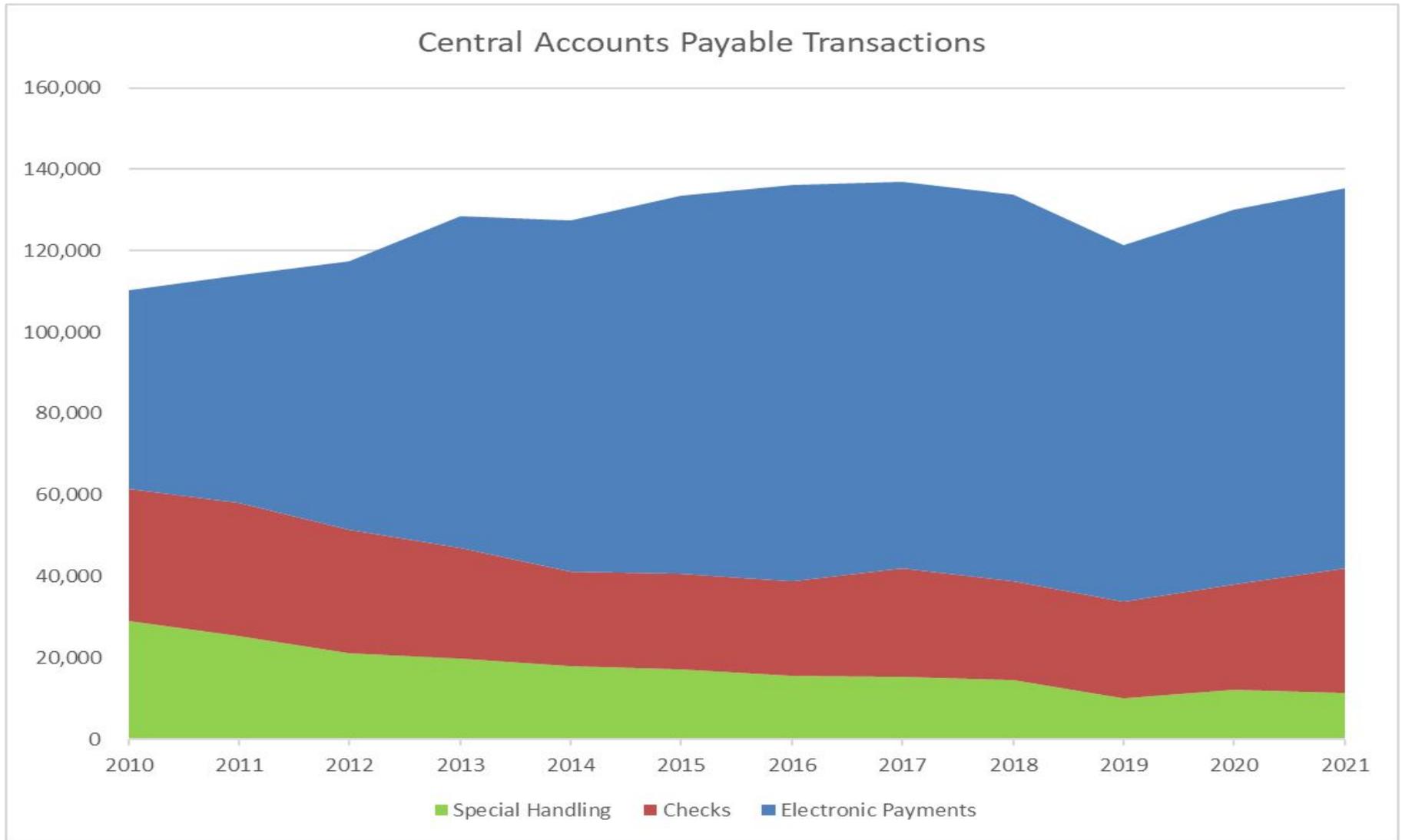
- Added 1.00 FTE to program 72003B CFO Administrative Support \$95K
- Added 1.00 FTE to program 72046B Workday Support Finance \$215K
- OTO 72005B Purchasing MMP Contracts + Optimization \$250K
- OTO Add LDA position to program 72008B Motor Vehicle Tax Administration \$175K
- OTO program 72044B Regional Construction Workforce Diversity Funder Collaborative \$200K

## Other Funds decreased by \$4.75 million

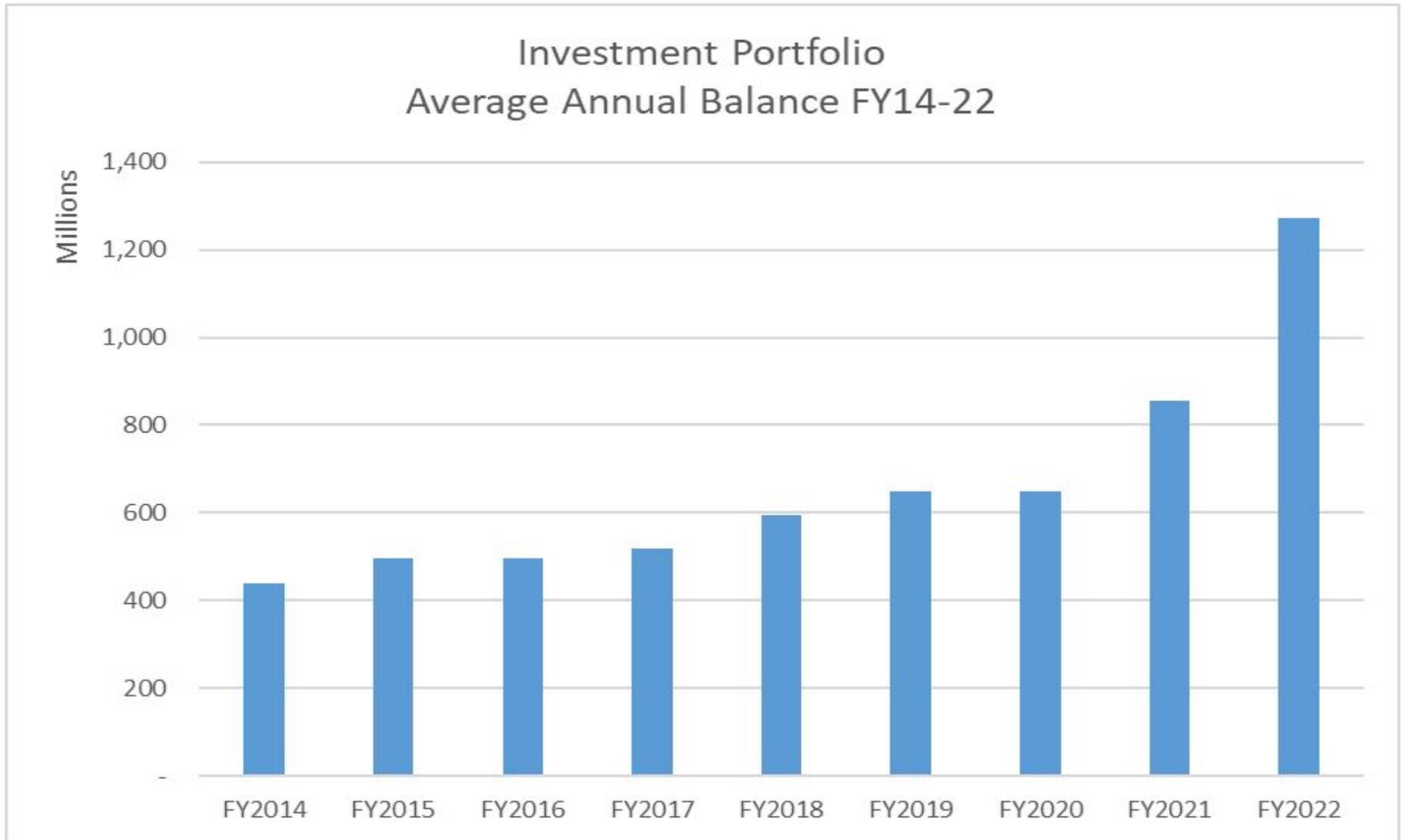
- 72052 Preschool for All Tax Administration reduced by 1.00 FTE \$125K
- 72052B Preschool for All Tax Administration City fees decreased by \$5.7M



# Finance & Risk Management Division: Service Trends



# Finance & Risk Management Division: Service Trends



# Finance & Risk Management: Significant Program Changes

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- County Treasury supported departments in the purchase and distribution of over 94,000 gift cards to those impacted by the Public Health Emergency
- County Treasury established a tax administration program for Preschool for All beginning for tax year 2021
- ERP Finance Support is developing On-Demand training courses for finance users during County onboarding process
- Central Finance continues to maintain federal compliance to American Rescue Plan laws and regulations
- Central Accounts Payable developed a rental assistance rapid response payment process to expedite relief efforts. From FY 21-22, over \$74m has been processed (30,000 invoices)
- Central Purchasing processed over 120 contract exemptions and 76 extensions under the Board's emergency authority (e.g. Medical Shelters, Business Relief, Vaccines, etc..)
- To better coordinate with our partners on Supportive Housing, Multnomah County completed a cooperative procurement to qualify a large group of suppliers that was usable by both Washington and Clackamas Counties.





# **FY 2023 Proposed Budget**

## Summary & Impacts

# New, OTO, Backfill & Restored Offers

Program	FY 2023 General Fund	GF Backfill	FY 2023 Other Funds	Total	OTO	New
DCM Director's Office / COO (\$50K OTO/\$50K Ongoing) 72000B	\$ 100,000			\$ 100,000	50% X	X
Capital Planning 72013	\$ 150,000			\$ 150,000	X	X
Contractor Capacity Review 72055	\$ 250,000			\$ 250,000	X	X
FRM Purchasing MMP Contracts + Optimization 72005B	\$ 250,000			\$ 250,000	X	X
Regional Construction Workforce Diversity Funder Collaborative 72044B	\$ 200,000			\$ 200,000	X	X
FRM Motor Vehicle Tax 72008B	\$ 175,000			\$ 175,000	X	X



# New, OTO, Backfill & Restored Offers

Program	FY 2023 General Fund	GF Back fill	FY 2023 Other Funds	Total	OTO	New
Recruiter Training & Capacity Building 72017B	\$ 622,000			\$ 622,000	X	X
College to County Interns 72051	\$ 300,000			\$ 300,000		X
HCM Expanded Workday Support 72022B	\$ 215,000			\$ 215,000		X
FRM Expanded Workday Support Finance 72046B	\$ 215,000			\$ 215,000		X
Workday Support - Review & Recommend 72053	\$1,000,000			\$1,000,000	X	X
HCM Workday Support Data Mart 72054	\$ 215,000			\$ 215,000	X	X
<b>Total DCM New/OTO Offers</b>	<b>\$3,692,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,692,000</b>		



# COVID-19 and ARP Update

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- Updates on **FY 2022** COVID-related programs



- DCM is pivoting for **FY 2023** - coming out of COVID-19 emergency response, moving to recovery and management

**FACILITIES  
FOOTPRINT  
VISIONING**



**RECRUITMENT**



**ARP GRANT  
COMPLIANCE**



# COVID-19 & American Rescue Plan Funding

Program	FY 2022 Adopted	FY 2023 Proposed	Variance
72900 ARP - Federal Grant Compliance and Monitoring	\$160,000	\$160,000	\$0.00
72901 ARP - Future of Work Coordinator and Space Planning	\$200,000	\$2,705,000	\$2,505,000
72902 ARP - Labor Relations Expanded Support	\$226,600	\$235,000	\$9,000
72903 ARP - Countywide Federal Leave	<u>\$1,250,000</u>	<u>\$0</u>	<u>(\$1,250,000)</u>
<b>Total</b>	<b>\$1,836,600</b>	<b>\$3,100,000</b>	<b>\$1,264,000</b>



# Questions

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