

Administration

Adopted Amendments				
(\$ in millions)				
	FY 2017 Adopted		FY 2018 Adopted	
	<u>GF</u>	<u>NGF</u>	<u>GF</u>	<u>NGF</u>
2016-18 Current Budget (Chapter 780, 2016 Session)	\$711.8	\$2,128.1	\$718.7	\$2,262.0
Increases	0.0	68.9	15.7	79.5
Decreases	<u>(7.0)</u>	<u>(0.0)</u>	<u>(18.9)</u>	<u>(0.0)</u>
\$ Net Change	(7.0)	68.9	(3.2)	79.5
Chapter 836 (HB 1500, as Adopted)	\$704.8	\$2,197.6	\$715.5	\$2,341.6
% Change	(0.98%)	3.24%	(0.44%)	3.50%
FTEs	373.46	471.04	354.96	492.04
# Change	0.00	5.00	(18.50)	26.00

- **Compensation Board**

- *Chesapeake City Jail Expansion.* Adds \$549,686 GF the second year to support staffing salary costs associated with the Chesapeake City Jail expansion project, which is adding a 47,282 square foot building adjacent to the existing jail to house 192 inmates.
- *Provide Funding for Career Development Program.* Provides \$3.3 million GF the second year for career development programs for all qualified constitutional officers, effective August 1, 2017. Chapter 780 included career development funding of \$1.7 million GF the first year and \$3.5 million GF the second year, which was subsequently removed in the adopted budget.
- *Provide Funding to Address Salary Compression.* Provides funding of \$7.3 million GF the second year to address salary compression in sheriffs' offices and regional jails, effective August 1, 2017. Sworn employees of sheriffs' offices and regional jails with three or more years of continuous service will receive \$80 for each full year of service, up to a maximum of 30 years. Non-sworn employees

who have three or more years of continuous service will receive \$65 for each full year of service, up to a maximum of 30 years. Chapter 780 included salary compression funding of \$3.6 million GF the first year and \$8.7 million GF the second year, which was subsequently removed in the adopted budget.

- ***Remove Funding for Peumansend Creek Regional Jail.*** Removes \$496,000 GF the first year and \$3.5 million GF the second year for the Peumansend Creek Regional Jail. The Peumansend Creek Regional Jail Authority elected to disband and the jail will close effective June 30, 2017. All inmates will be transferred from the regional jail to the respective participating localities' jails by March 31, 2017.

- **Department of General Services**

- ***Transfer of STD Testing to Department of Health.*** Removes \$335,776 GF and 4.5 FTEs from the Division of Consolidated Laboratory Services to reflect the transfer of the responsibility for the testing of sexually transmitted diseases to the Department of Health. There is a companion amendment in the Department of Health to reflect this transfer.
- ***Maintain Food Safety Testing Standards.*** Provides \$280,000 GF the second year for the ongoing cost of maintaining compliance with federal food safety testing standards at the Division of Consolidated Laboratory Services, due to the expiration of a federal grant.
- ***October 2016 Savings.*** Includes reductions totaling \$1.0 million GF the first year to reflect the budget reductions incorporated in the Governor's October 2016 savings plan. The plan also includes a net increase in nongeneral funded items totaling \$650,816. Adjustments include:
 - Shifts a general fund Emergency Preparedness Officer position to non-general fund;
 - Shifts three contract manager positions and two support positions from general fund to non-general fund;
 - Reduces discretionary spending and realizes savings through turnover and vacancies;
 - Allocates laboratory media services costs to nongeneral fund revenue sources;
 - Adopts a less costly Salmonella testing method in the Division of Consolidated Laboratory Services.

- *Agency Reductions and Savings Strategies.* Realizes a net reduction of \$906,152 GF the second year as a result of several agency reductions.
 - **Virginia Strategic Sourcing Initiative.** Shifts \$425,216 GF from three contract managers and two support staff positions to be supported by nongeneral fund revenue sources generated by the Virginia Strategic Sourcing Initiative.
 - **Transfer Media Services Section.** Allocates costs totaling \$116,313 GF for the Media Services Section of the Division of Consolidated Laboratory Services to non-general fund revenue sources
 - **Additional Reduction Savings Initiatives.** Eliminates \$364,263 GF the second year through a variety of reduction initiatives including vacancy and turnover savings and the deferment of Executive Mansion projects.
- *Transfer Emergency Preparedness Position to Internal Service Fund.* Transfers the costs (\$109,287 GF) of an Emergency Preparedness Officer position to the Internal Service Fund of the Statewide Building Management Program. The duties of the position fully support the program, which is funded from fees assessed for the rent and management of state office space and other facilities.
- *Alternative Laboratory Testing Method for Salmonella Serotyping.* Eliminates \$219,462 GF and two vacant FTEs to reflect cost efficiencies gained in the adoption of pulsed-field gel electrophoresis (PFGE) in place of conventional and molecular methods for Salmonella serotyping.
- *Environmental Site Assessment of Central Virginia Training Center Site.* Provides \$260,000 GF the second year for the Department of General Services to conduct an environmental site assessment at the Central Virginia Training Center to determine remediation activities and associated costs for the site.
- **Department of Human Resource Management**
 - *Add Positions to Administer Line of Duty Act Health Benefits Program.* Adds \$192,905 NGF for two positions to administer the Line of Duty Act Health Benefits Program created under Chapter 677 of the 2016 Acts of Assembly, effective July 1, 2017. The two positions will be added during FY 2017 to assist in implementation of the program.
 - *Establishes Line of Duty Act (LODA) Health Benefits Program.* Provides \$8.7 million NGF to create a new service area for the health benefits component of LODA. Chapter 677 transferred the administration of health insurance benefits under LODA from the Department of Accounts Transfer Payments to the Department of Human Resource Management, effective July 1, 2017. A

corresponding amendment in the Department of Accounts Transfer Payments recognizes the transfer of this administrative responsibility to DHRM. In addition, a separate amendment adopts funding for two positions to administer the program.

- ***Add Positions to Support New Local Option Health Insurance Plan.*** Provides 5.0 FTEs in FY 2018 to support the development and implementation of the new local option health insurance plan, COVA Local, created pursuant to the passage of Chapter 512 of the 2016 Acts of Assembly (SB 364). Funding to support the positions will come from premiums charged to the plan participants. The adopted budget also includes a line of credit to support the program's implementation and start-up costs.
- ***Convert Personnel Management Information System (PMIS) to an Internal Service Fund (ISF).*** Removes associated PMIS cost of \$1.9 million GF and transfers the identical cost to nongeneral funds (ISF). Establishes PMIS and its subsystems as an internal service fund. A companion amendment in Central Appropriations provides executive branch agencies with their respective general fund share of the system's operating cost.
- ***Eliminate FTEs, Add Positions to Administer PMIS System.*** Eliminates 3.0 FTEs through layoff the second year, the cost for which total \$379,289 NGF. These positions currently administer antiquated and obsolete software that is scheduled to be decommissioned. Also, a separate amendment adds \$351,300 NGF and three technology related positions the second year, to administer the PMIS system. The positions will be funded through internal service fund charges to participating agencies.
- ***Training Programs for Agency Directors.*** Adds \$140,000 GF the second year and 1.0 FTE for the Department of Human Resource Management to administer training programs to familiarize agency directors with state human resource policies, such as compensation management, benefits administration, and resources available at the Department.
- ***Adjust Funding Provided to Support the Commission on Employee Retirement Security and Pension Reform.*** Adjusts agency funding to provide sufficient appropriation to develop and administer an employee exit survey and subscribe to occupationally based data services. Chapter 780 provided \$150,000 GF, each year for efforts related to the Commission. This amendment results in reductions of \$55,000 GF the first year and \$32,515 GF the second year to reflect the appropriation needed for the adopted initiatives.

- **Department of Elections**

- ***October 2016 Savings.*** Includes reductions totaling \$109,509 GF the first year to reflect the budget reductions incorporated in the Governor’s October 2016 savings plan. These reductions include savings achieved through leaving vacant positions unfilled, and savings gained by providing required training to general registrars and electoral board members through an online format.
- ***Vacancy Savings.*** Eliminates \$56,041 GF the second year through the continuation of vacancy savings recognized in the October 2016 savings plan.
- ***Reduce Printing of Election Materials.*** Removes \$20,000 GF the second year by providing forms and envelopes to localities in an electronic format, which may be printed by the locality as needed.
- ***Voter Registration and Absentee Ballot Applications.*** Adds \$50,000 GF the second year in one-time funding for additional voter registration and absentee ballot application printing costs associated with the November 2017 election.
- ***Voter Call Center.*** Provides \$105,000 GF the second year in one-time funding for a voter call center to assist with questions received regarding the November 2017 election.
- ***Maintain Online Services for Military and Overseas Voters.*** Provides \$570,000 GF the second year to continue support for an electronic ballot delivery system previously funded through the Department of Defense’s Federal Voting Assistance Program. Funding associated with this grant expired on October 31, 2016.
- ***Enhancements to the Virginia Election and Registration Information System (VERIS).*** Provides \$1.0 million GF to make improvements to the VERIS system that will make it more efficient for localities, ensure uniformity of operations and scalability for different periods of demand.
- ***Improve Local Access to VERIS.*** Adds \$217,869 and 1.0 FTE to implement and administer improvements to VERIS, using a two factor authentication system.
- ***Continue Elections Activities Currently Supported by HAVA.*** Provides \$2.3 million GF the second year to continue activities currently supported by the federal Help America Vote Act (HAVA) grant funding. Based on the current rate of spending associated with HAVA funded elections activities, the grant funding will be depleted during FY 2018.
- ***Convert Contract IT Workers to Classified Positions.*** Converts five information technology contractors who are funded through HAVA grant funds to classified

state employees (three positions the first year, and two additional positions the second year, for a total of five positions).