

DEPARTMENT: Human Services
DIVISION: Administration
PROGRAM: Administration
SUBPROGRAM: N/A

EXPENDITURES

						PRELIMINARY	GPR	REVISED	
						AGENCY	REDUCTION	AGENCY	
YR	FUND	AGN	ORG	ACT	OBJ	BASE	ALLOCATION	BASE	
APPR									
UNIT DESCRIPTION									
05	260	510	4140	3011	0009	5AAP SALARIES AND WAGES	\$1,577,800	\$9,500	\$1,587,300
05	260	510	4140	3011	0027	5AAP OVERTIME	\$500	\$0	\$500
05	260	510	4140	3011	0072	5AAP LIMITED TERM EMPLOYEES	\$25,500	\$0	\$25,500
05	260	510	4140	3011	0090	5AAP PER MEETING	\$0	\$0	\$0
05	260	510	4140	3011	0099	5AAP RETIREMENT FUND	\$173,600	\$1,000	\$174,600
05	260	510	4140	3011	0108	5AAP SOCIAL SECURITY	\$122,400	\$700	\$123,100
05	260	510	4140	3011	0117	5AAP HEALTH	\$237,700	\$2,400	\$240,100
05	260	510	4140	3011	0126	5AAP HEALTH-RETIREES	\$0	\$0	\$0
05	260	510	4140	3011	0153	5AAP DENTAL	\$26,500	\$300	\$26,800
05	260	510	4140	3011	0171	5AAP WAGE CONTINUATION	\$10,500	\$0	\$10,500
05	260	510	4140	3011	0180	5AAP LIFE INSURANCE	\$700	\$0	\$700
05	260	510	4140	3011	0185	5AAP FSA ADMINISTRATION FEE	\$800	\$0	\$800
05	260	510	4140	3011	0189	5AAP WORKERS COMPENSATION	\$4,200	\$100	\$4,300
05	260	510	4140	3011	0198	5AAP UNEMPLOYMENT COMPENSATION	\$2,100	\$0	\$2,100
05	260	510	4140	3011	0250	5AAP SALARY SAVINGS	(\$31,500)	(\$200)	(\$31,700)
05	260	510	4140	3011	0459	5AA BLDG & GROUNDS REPAIRS & MAINT	\$16,800	\$0	\$16,800
05	260	510	4140	3011	0648	5AA CONFERENCES AND TRAINING	\$5,600	\$0	\$5,600
05	260	510	4140	3011	0675	5AA CONTINUING EDUCATION	\$400	\$0	\$400
05	260	510	4140	3011	0810	5AA DATA PROCESSING SERVICES	\$214,100	\$0	\$214,100
05	260	510	4140	3011	0975	5AA MULTICULTURAL TRAINING	\$10,900	\$0	\$10,900
05	260	510	4140	3011	1173	5AA HUMAN SERVICES CONTRACT PROGF	\$217,500	\$0	\$217,500
05	260	510	4140	3011	1242	5AA INFORMATIONAL MATERIALS	\$10,600	\$0	\$10,600
05	260	510	4140	3011	1260	5AA INSURANCE	\$29,400	\$0	\$29,400
05	260	510	4140	3011	1305	5AA JANITOR SERVICE-POS	\$89,000	\$0	\$89,000
05	260	510	4140	3011	1413	5AA LIBRARY	\$500	\$0	\$500
05	260	510	4140	3011	1809	5AA OPERATING EQUIPMENT EXPENSE	\$29,500	\$0	\$29,500
05	260	510	4140	3011	1934	5AA PLANNING & EVALUATION	\$25,000	\$0	\$25,000
05	260	510	4140	3011	2035	5AA PROPERTY MANAGEMENT SERVICES	\$74,700	\$0	\$74,700
05	260	510	4140	3011	2043	5AA PRTG,STA,& OFFICE SUPPLIES	\$41,100	\$0	\$41,100
05	260	510	4140	3011	2133	5AA PURCHASE OF TRADE SERVICES	\$4,900	\$0	\$4,900
05	260	510	4140	3011	2223	5AA RENTAL OF EQUIPMENT	\$6,100	\$0	\$6,100
05	260	510	4140	3011	2250	5AA REPAIR OF EQUIPMENT	\$5,600	\$0	\$5,600
05	260	510	4140	3011	2275	5AA RWJ GRANT MATCH	\$5,000	(\$5,000)	\$0
05	260	510	4140	3011	2468	5AA SPENDING REDUCTION	(\$15,177)	\$15,177	\$0

DEPARTMENT: Human Services
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05	260	510	4140	3011	2648	5AA	TRAVEL EXPENSE-STAFF	\$5,652	\$0	\$5,652
05	260	510	4140	3011	2736	5AA	TELEPHONE	\$16,800	\$0	\$16,800
05	260	510	4140	3011	7061	5AA	ASBESTOS ABATEMENT	\$0	\$0	\$0
05	260	510	4140	3011	8190	5AA	RAMP AND ELEVATOR ROOM REPAIR	\$0	\$0	\$0
05	260	510	4140	3011	8305	5AA	REMOVE BRICK STACKS	\$0	\$0	\$0
TOTAL EXPENDITURES								<u>\$2,944,775</u>	<u>\$23,977</u>	<u>\$2,968,752</u>

DEPARTMENT: Human Services
DIVISION: Administration
PROGRAM: Administration
SUBPROGRAM: N/A

REVENUES

						APPR	PRELIMINARY	GPR	REVISED
YR	FUND	AGN	ORG	ACT	SRC	UNIT DESCRIPTION	AGENCY	REDUCTION	AGENCY
							BASE	ALLOCATION	BASE
05	260	510	4140	3011	0995	5AA CIP TBI	\$20,000	\$0	\$20,000
05	260	510	4140	3011	0996	5AA CIP 1B	\$393,600	\$0	\$393,600
05	260	510	4140	3011	0997	5AA CIP 1A	\$26,600	\$0	\$26,600
05	260	510	4140	3011	0998	5AA COMMUNITY OPTIONS PROGRAM	\$32,500	\$0	\$32,500
05	260	510	4140	3011	0999	5AA CIP II	\$20,000	\$0	\$20,000
05	260	510	4140	3011	1008	5AA COMMUNITY BASED MA CLAIM	\$10,000	\$15,773	\$25,773
05	260	510	4140	3011	1050	5AA BASIC COUNTY ALLOCATION	\$699,700	\$0	\$699,700
05	260	510	4140	3011	1350	5AA INCOME MAINT ADMIN ALLOC.	\$752,700	\$0	\$752,700
05	260	510	4140	3011	1440	5AA REFUGEE RELIEF PROGRAM	\$1,200	\$0	\$1,200
05	260	510	4140	3011	1471	5AA W2 OFFICE	\$383,000	\$0	\$383,000
05	260	510	4140	3011	1475	5AA MISCELLANEOUS ADMIN REVENUE	\$8,600	\$0	\$8,600
05	260	510	4140	3011	1487	5AA DAY CARE W-2 ADMINISTRATION	\$77,500	\$0	\$77,500
05	260	510	4140	3011	1490	5AA BLDG USE CHGS TO OTHER AGENCY	\$26,000	\$0	\$26,000
05	260	510	4140	3011	1512	5AA WISACWIS PROJECT	\$25,000	\$0	\$25,000
05	260	510	4140	3011	1529	5AA COP W	\$35,000	\$0	\$35,000
05	260	510	4140	3011	1540	5AA PRIOR YEAR REVENUES	\$50,000	\$0	\$50,000
TOTAL REVENUES							\$2,561,400	\$15,773	\$2,577,173
NET GENERAL FUND EFFECT							\$383,375	\$8,204	\$391,579

Dept:	Human Services	510	DANE COUNTY	Fund Name:	Human Services
Prgm:	Administration	4140		Fund No:	260

Mission:

Administration provides policy development, general management, program planning and evaluation, budgeting, fiscal services, information system oversight, and general administrative support for the department.

Description:

The Administrative Unit reports to the director and is responsible for department-wide policy and management. Staff functions also help assure efficient day-to-day operations of the department, planning, budgeting, information systems, and overall fiscal and clerical support. The unit is also responsible for all fiscal contract management, state financial reporting, and collections. Additionally, the unit includes personnel management oversight, facilities management, equal opportunities oversight, planning and policy coordination for department support staff.

	Actual 2003	Adopted 2004	2003 Carry Forward	Board Transfers	Budget As Modified	2004 YTD	Estimated 2004	Department Request
PROGRAM EXPENDITURES								
Personal Services	\$1,940,052	\$2,064,567	\$0	\$0	\$2,064,567	\$607,388	\$2,091,296	\$2,182,900
Operating Expenses	\$742,767	\$569,152	\$129,146	\$0	\$698,298	\$192,167	\$649,122	\$564,152
Contractual Services	\$258,518	\$240,100	\$20,000	\$0	\$260,100	\$59,080	\$240,100	\$240,000
Operating Capital	\$15,394	\$0	\$5,400	\$0	\$5,400	\$0	\$0	\$85,800
TOTAL	\$2,956,731	\$2,873,819	\$154,546	\$0	\$3,028,365	\$858,635	\$2,980,519	\$3,072,852
PROGRAM REVENUE								
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Intergovernmental Revenue	\$2,409,577	\$2,535,400	\$49,262	\$0	\$2,584,662	\$755,037	\$2,469,949	\$2,585,009
Licenses & Permits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fines, Forfeits & Penalties	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Charges for Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Intergovernmental Charge for Services	\$26,000	\$26,000	\$0	\$0	\$26,000	\$0	\$26,000	\$26,000
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$2,435,577	\$2,561,400	\$49,262	\$0	\$2,610,662	\$755,037	\$2,495,949	\$2,611,009
GPR SUPPORT	\$521,154	\$312,419			\$417,703			\$461,843
F.T.E. STAFF	28.417	28.417					28.417	29.000

Dept: Human Services		510							Fund Name: Human Services
Prgm: Administration		4140							Fund No.: 260
DI#	2005 Base	Net Decision Items							2005 Requested Budget
		01	02	03	04	05	06	07	
PROGRAM EXPENDITURES									
Personal Services	\$2,164,600	\$0	\$0	\$0	\$18,300	\$0	\$0	\$0	\$2,182,900
Operating Expenses	\$564,152	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$564,152
Contractual Services	\$240,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$240,000
Operating Capital	\$0	\$0	\$0	\$0	\$0	\$85,800	\$0	\$0	\$85,800
TOTAL	\$2,968,752	\$0	\$0	\$0	\$18,300	\$85,800	\$0	\$0	\$3,072,852
PROGRAM REVENUE									
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Intergovernmental Revenue	\$2,551,173	\$0	\$5,322	\$0	\$18,300	\$10,214	\$0	\$0	\$2,585,009
Licenses & Permits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fines, Forfeits & Penalties	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Charges for Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Intergovernmental Charge for Services	\$26,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$26,000
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$2,577,173	\$0	\$5,322	\$0	\$18,300	\$10,214	\$0	\$0	\$2,611,009
GPR SUPPORT	\$391,579	\$0	(\$5,322)	\$0	\$0	\$75,586	\$0	\$0	\$461,843
F.T.E. STAFF	28.667	0.000	0.000	0.000	0.333	0.000	0.000	0.000	29.000

NARRATIVE INFORMATION ABOUT DECISION ITEMS SHOWN ABOVE			Expenditures	Revenue	GPR Support
2005 BUDGET BASE			\$2,968,752	\$2,577,173	\$391,579
DI #	HUMS-ADMN-1	THERE IS NO DECISION ITEM			
DEPT			\$0	\$0	\$0
EXEC					\$0
ADOPTED					\$0
NET DI # HUMS-ADMN-1			\$0	\$0	\$0

Dept:	Human Services	510	Fund Name:	Human Services
Prgm:	Administration	4140	Fund No.:	260

NARRATIVE INFORMATION ABOUT DECISION ITEMS SHOWN ON PREVIOUS PAGE			Expenditures	Revenue	GPR Support
DI #	HUMS-ADMN-2	Savings/Reductions			
DEPT	This decision reflects a net levy savings of (\$5,322). Savings reflected in this decision item department-wide offset the cost of Purchase of Service (POS) living wage in the amount of \$250,000.		\$0	\$5,322	(\$5,322)
EXEC					\$0
ADOPTED					\$0
NET DI # HUMS-ADMN-2			\$0	\$5,322	(\$5,322)
DI #	HUMS-ADMN-3	THERE IS NO DECISION ITEM			
DEPT			\$0	\$0	\$0
EXEC					\$0
ADOPTED					\$0
NET DI # HUMS-ADMN-3			\$0	\$0	\$0
DI #	HUMS-ADMN-4	Program Specific Change			
DEPT	This decision reflect a net zero levy impact. This decision funds a .333 FTE Clerk Typist III increase in the amount of \$18,300 with offsetting Community Based Medical Assistance Claim (CBMAC) revenue.		\$18,300	\$18,300	\$0
EXEC					\$0
ADOPTED					\$0
NET DI # HUMS-ADMN-4			\$18,300	\$18,300	\$0

Dept:	Human Services	510	Fund Name:	Human Services	
Prgm:	Administration	4140	Fund No.:	260	
NARRATIVE INFORMATION ABOUT DECISION ITEMS SHOWN ON PREVIOUS PAGE			Expenditures	Revenue	GPR Support
DI #	HUMS-ADMN-5	Capital Outlay			
DEPT	This decision item reflects a net levy change of \$75,586 in this program, but a net zero levy impact department-wide. Each Division was asked to contribute toward the department's capital outlay needs. Revenue enhancements reduce levy by (\$10,214) in this program.		\$85,800	\$10,214	\$75,586
EXEC					\$0
ADOPTED					\$0
	NET DI #	HUMS-ADMN-5	\$85,800	\$10,214	\$75,586
DI #	HUMS-ADMN-6	THERE IS NO DECISION ITEM			
DEPT			\$0	\$0	\$0
EXEC					\$0
ADOPTED					\$0
	NET DI #	HUMS-ADMN-6	\$0	\$0	\$0
DI #	HUMS-ADMN-7	THERE IS NO DECISION ITEM			
DEPT			\$0	\$0	\$0
EXEC					\$0
ADOPTED					\$0
	NET DI #	HUMS-ADMN-7	\$0	\$0	\$0
2005 REQUESTED BUDGET			\$3,072,852	\$2,611,009	\$461,843

DEPARTMENT: Human Services
 DIVISION: Administration
 PROGRAM: Administration
 SUBPROGRAM: N/A

YR	FUND	AGN	ORG	ACT	OBJ	UNIT	APPR DESCRIPTION	ADOPTED BUDGET		2003 CARRYFORWRD	2004 COUNTY BOARD ACTIONS	CURRENT MODIFIED BUDGET	ACTUAL EXPENDITURES YTD	ESTIMATED EXPENDITURES TOTAL	TOTAL ESTIMATED CARRYFORWRD	AGENCY BASE
								2003 EXPENDITURES	2004							
05	260	510	4140	3011	0009	5AAP	SALARIES AND WAGES	\$1,421,488	\$1,536,200			\$1,536,200	\$430,613	\$1,526,254	\$0	\$1,587,300
05	260	510	4140	3011	0027	5AAP	OVERTIME	\$462	\$500			\$500	\$845	\$2,265	\$0	\$500
05	260	510	4140	3011	0072	5AAP	LIMITED TERM EMPLOYEES	\$25,554	\$25,500			\$25,500	\$12,203	\$26,001	\$0	\$25,500
05	260	510	4140	3011	0090	5AAP	PER MEETING	\$13,313	\$0			\$0	\$2,619	\$7,429	\$0	\$0
05	260	510	4140	3011	0099	5AAP	RETIREMENT FUND	\$152,418	\$169,100			\$169,100	\$48,518	\$168,954	\$0	\$174,600
05	260	510	4140	3011	0108	5AAP	SOCIAL SECURITY	\$109,243	\$119,600			\$119,600	\$33,507	\$118,921	\$0	\$123,100
05	260	510	4140	3011	0117	5AAP	HEALTH	\$177,866	\$201,222			\$201,222	\$68,031	\$202,507	\$0	\$240,100
05	260	510	4140	3011	0126	5AAP	HEALTH-RETIRES	\$1,555	\$0			\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011	0153	5AAP	DENTAL	\$20,613	\$24,245			\$24,245	\$8,069	\$24,239	\$0	\$26,800
05	260	510	4140	3011	0171	5AAP	WAGE CONTINUATION	\$9,382	\$9,700			\$9,700	\$2,833	\$8,448	\$0	\$10,500
05	260	510	4140	3011	0180	5AAP	LIFE INSURANCE	\$558	\$600			\$600	\$149	\$478	\$0	\$700
05	260	510	4140	3011	0185	5AAP	FSA ADMINISTRATION FEE	\$0	\$0			\$0	\$0	\$0	\$0	\$800
05	260	510	4140	3011	0189	5AAP	WORKERS COMPENSATION	\$7,600	\$5,800			\$5,800	\$0	\$5,800	\$0	\$4,300
05	260	510	4140	3011	0198	5AAP	UNEMPLOYMENT COMPENSATION	\$0	\$2,800			\$2,800	\$0	\$0	\$0	\$2,100
05	260	510	4140	3011	0250	5AAP	SALARY SAVINGS	\$0	(\$30,700)			(\$30,700)	\$0	\$0	\$0	(\$31,700)
05	260	510	4140	3011	0459	5AA	BLDG & GROUNDS REPAIRS & MAINT	\$9,534	\$16,800			\$16,800	\$9,012	\$16,800	\$0	\$16,800
05	260	510	4140	3011	0648	5AA	CONFERENCES AND TRAINING	\$3,225	\$5,600			\$5,600	\$762	\$5,600	\$0	\$5,600
05	260	510	4140	3011	0675	5AA	CONTINUING EDUCATION	\$0	\$400			\$400	\$210	\$0	\$0	\$400
05	260	510	4140	3011	0810	5AA	DATA PROCESSING SERVICES	\$208,766	\$214,100	\$79,083	\$0	\$293,183	\$86,052	\$293,183	\$0	\$214,100
05	260	510	4140	3011	0975	5AA	MULTICULTURAL TRAINING	\$12,528	\$10,900			\$10,900	\$100	\$10,900	\$0	\$10,900
05	260	510	4140	3011	1173	5AA	HUMAN SERVICES CONTRACT PROG	\$430,704	\$217,500	\$50,063	\$0	\$267,563	\$71,240	\$217,500	\$0	\$217,500
05	260	510	4140	3011	1242	5AA	INFORMATIONAL MATERIALS	\$6,221	\$10,600			\$10,600	\$16	\$10,600	\$0	\$10,600
05	260	510	4140	3011	1260	5AA	INSURANCE	\$16,200	\$29,500			\$29,500	\$0	\$29,500	\$0	\$29,400
05	260	510	4140	3011	1305	5AA	JANITOR SERVICE-POS	\$136,483	\$89,000			\$89,000	\$28,142	\$89,000	\$0	\$89,000
05	260	510	4140	3011	1413	5AA	LIBRARY	\$348	\$500			\$500	\$58	\$500	\$0	\$500
05	260	510	4140	3011	1809	5AA	OPERATING EQUIPMENT EXPENSE	\$21,658	\$29,500			\$29,500	\$7,125	\$29,500	\$0	\$29,500
05	260	510	4140	3011	1934	5AA	PLANNING & EVALUATION	\$9,516	\$25,000	\$20,000	\$0	\$45,000	\$6,524	\$25,000	\$0	\$25,000
05	260	510	4140	3011	2035	5AA	PROPERTY MANAGEMENT SERVICES	\$76,529	\$74,700			\$74,700	\$22,811	\$74,700	\$0	\$74,700
05	260	510	4140	3011	2043	5AA	PRTG,STA.& OFFICE SUPPLIES	\$36,658	\$41,100			\$41,100	\$10,784	\$41,100	\$0	\$41,100
05	260	510	4140	3011	2133	5AA	PURCHASE OF TRADE SERVICES	\$5,045	\$4,900			\$4,900	\$1,503	\$4,900	\$0	\$4,900
05	260	510	4140	3011	2223	5AA	RENTAL OF EQUIPMENT	\$2,217	\$6,100			\$6,100	\$0	\$6,100	\$0	\$6,100
05	260	510	4140	3011	2250	5AA	REPAIR OF EQUIPMENT	\$1,914	\$5,600			\$5,600	\$1,010	\$5,600	\$0	\$5,600
05	260	510	4140	3011	2275	5AA	RWJ GRANT MATCH	\$0	\$5,000			\$5,000	\$0	\$5,000	\$0	\$0
05	260	510	4140	3011	2468	5AA	SPENDING REDUCTION	\$0	\$0			\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011	2648	5AA	TRAVEL EXPENSE-STAFF	\$6,797	\$5,652			\$5,652	\$1,567	\$6,797	\$0	\$5,652
05	260	510	4140	3011	2736	5AA	TELEPHONE	\$16,942	\$16,800			\$16,800	\$4,332	\$16,942	\$0	\$16,800
05	260	510	4140	3011	7061	5AA	ASBESTOS ABATEMENT	\$9,594	\$0			\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011	8190	5AA	RAMP AND ELEVATOR ROOM REPAIR	\$5,800	\$0			\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011	8305	5AA	REMOVE BRICK STACKS	\$0	\$0	\$5,400	\$0	\$5,400	\$0	\$0	\$0	\$0
05	260	510	4140	3011	5AA	5AA	STO-PARKING LOT SEALING/STRIPING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011	5AA	5AA	STO SOFFIT WORK/EXTERIOR STAINING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011	5AA	5AA	STO WET BASEMENT REPAIRS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011	5AA	5AA	STO-SIDEWALK LEVELING AND REPAIR	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011	5AA	5AA	NPO-GARAGE DOWNSPOUT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011	5AA	5AA	NPO-DOOR REPLACEMENTS/PAINT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011	5AA	5AA	NPO-AUTO ENTRANCE DOORS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011	5AA	5AA	NPO-CARPET REGLOUE/REPAIRS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011	5AA	5AA	NPO-CONCRETE STEP REPAIR	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011	5AA	5AA	NPO-ELEVATOR SAFETY TEST/HEATER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011	5AA	5AA	NPO-TUCK POINTING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011	5AA	5AA	NPO-SUBFLOOR REPAIR-GFLR	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011	5AA	5AA	SMO-ELECTRICAL METER RE-WIRING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES								\$2,956,731	\$2,873,819	\$154,546	\$0	\$3,028,365	\$858,635	\$2,980,519	\$0	\$2,968,752

DEPARTMENT: Human Services
 DIVISION: Administration
 PROGRAM: Administration
 SUBPROGRAM: N/A

YR	FUND	AGN	ORG	ACT	OBJ	APPR UNIT	DESCRIPTION	C A P B D	AGENCY	DECISION	DECISION	DECISION	DECISION	DECISION	DECISION	DECISION	AGENCY
									BASE	ITEM #1	ITEM #2	ITEM #3	ITEM #4	ITEM #5	ITEM #6	ITEM #7	REQUEST
05	260	510	4140	3011	0009	5AAP	SALARIES AND WAGES		\$1,587,300	\$0	\$0	\$0	\$13,000	\$0	\$0	\$0	\$1,600,300
05	260	510	4140	3011	0027	5AAP	OVERTIME		\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500
05	260	510	4140	3011	0072	5AAP	LIMITED TERM EMPLOYEES		\$25,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,500
05	260	510	4140	3011	0090	5AAP	PER MEETING		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011	0099	5AAP	RETIREMENT FUND		\$174,600	\$0	\$0	\$0	\$1,500	\$0	\$0	\$0	\$176,100
05	260	510	4140	3011	0108	5AAP	SOCIAL SECURITY		\$123,100	\$0	\$0	\$0	\$1,000	\$0	\$0	\$0	\$124,100
05	260	510	4140	3011	0117	5AAP	HEALTH		\$240,100	\$0	\$0	\$0	\$2,800	\$0	\$0	\$0	\$242,900
05	260	510	4140	3011	0126	5AAP	HEALTH-RETIRES		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011	0153	5AAP	DENTAL		\$26,800	\$0	\$0	\$0	\$300	\$0	\$0	\$0	\$27,100
05	260	510	4140	3011	0171	5AAP	WAGE CONTINUATION		\$10,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,500
05	260	510	4140	3011	0180	5AAP	LIFE INSURANCE		\$700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$700
05	260	510	4140	3011	0185	5AAP	FSA ADMINISTRATION FEE		\$800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$800
05	260	510	4140	3011	0189	5AAP	WORKERS COMPENSATION		\$4,300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,300
05	260	510	4140	3011	0198	5AAP	UNEMPLOYMENT COMPENSATION		\$2,100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,100
05	260	510	4140	3011	0250	5AAP	SALARY SAVINGS		(\$31,700)	\$0	\$0	\$0	(\$300)	\$0	\$0	\$0	(\$32,000)
05	260	510	4140	3011	0459	5AA	BLDG & GROUNDS REPAIRS & MAINT		\$16,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$16,800
05	260	510	4140	3011	0648	5AA	CONFERENCES AND TRAINING		\$5,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,600
05	260	510	4140	3011	0675	5AA	CONTINUING EDUCATION		\$400	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$400
05	260	510	4140	3011	0810	5AA	DATA PROCESSING SERVICES		\$214,100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$214,100
05	260	510	4140	3011	0975	5AA	MULTICULTURAL TRAINING		\$10,900	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,900
05	260	510	4140	3011	1173	5AA	HUMAN SERVICES CONTRACT PROGR		\$217,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$217,500
05	260	510	4140	3011	1242	5AA	INFORMATIONAL MATERIALS		\$10,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,600
05	260	510	4140	3011	1260	5AA	INSURANCE		\$29,400	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$29,400
05	260	510	4140	3011	1305	5AA	JANITOR SERVICE-POS		\$89,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$89,000
05	260	510	4140	3011	1413	5AA	LIBRARY		\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500
05	260	510	4140	3011	1809	5AA	OPERATING EQUIPMENT EXPENSE		\$29,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$29,500
05	260	510	4140	3011	1934	5AA	PLANNING & EVALUATION		\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000
05	260	510	4140	3011	2035	5AA	PROPERTY MANAGEMENT SERVICES		\$74,700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$74,700
05	260	510	4140	3011	2043	5AA	PRTG.STA.& OFFICE SUPPLIES		\$41,100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$41,100
05	260	510	4140	3011	2133	5AA	PURCHASE OF TRADE SERVICES		\$4,900	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,900
05	260	510	4140	3011	2223	5AA	RENTAL OF EQUIPMENT		\$6,100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,100
05	260	510	4140	3011	2250	5AA	REPAIR OF EQUIPMENT		\$5,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,600
05	260	510	4140	3011	2275	5AA	RWJ GRANT MATCH		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011	2468	5AA	SPENDING REDUCTION		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011	2648	5AA	TRAVEL EXPENSE-STAFF		\$5,652	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,652
05	260	510	4140	3011	2736	5AA	TELEPHONE		\$16,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$16,800
05	260	510	4140	3011	7061	5AA	ASBESTOS ABATEMENT		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011	8190	5AA	RAMP AND ELEVATOR ROOM REPAIR		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011	8305	5AA	REMOVE BRICK STACKS		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
05	260	510	4140	3011		5AA	STO-PARKING LOT SEALING/STRIPING		\$0	\$0	\$0	\$0	\$0	\$11,200	\$0	\$0	\$11,200
05	260	510	4140	3011		5AA	STO SOFFIT WORK/EXTERIOR STAINING		\$0	\$0	\$0	\$0	\$0	\$10,000	\$0	\$0	\$10,000
05	260	510	4140	3011		5AA	STO WET BASEMENT REPAIRS		\$0	\$0	\$0	\$0	\$0	\$10,000	\$0	\$0	\$10,000
05	260	510	4140	3011		5AA	STO-SIDEWALK LEVELING AND REPAIR		\$0	\$0	\$0	\$0	\$0	\$3,000	\$0	\$0	\$3,000
05	260	510	4140	3011		5AA	NPO-GARAGE DOWNSPOUT		\$0	\$0	\$0	\$0	\$0	\$2,500	\$0	\$0	\$2,500
05	260	510	4140	3011		5AA	NPO-DOOR REPLACEMENTS/PAINT		\$0	\$0	\$0	\$0	\$0	\$6,000	\$0	\$0	\$6,000
05	260	510	4140	3011		5AA	NPO-AUTO ENTRANCE DOORS		\$0	\$0	\$0	\$0	\$0	\$3,500	\$0	\$0	\$3,500
05	260	510	4140	3011		5AA	NPO-CARPET REGLUE/REPAIRS		\$0	\$0	\$0	\$0	\$0	\$3,000	\$0	\$0	\$3,000
05	260	510	4140	3011		5AA	NPO-CONCRETE STEP REPAIR		\$0	\$0	\$0	\$0	\$0	\$2,000	\$0	\$0	\$2,000
05	260	510	4140	3011		5AA	NPO-ELEVATOR SAFETY TEST/HEATER		\$0	\$0	\$0	\$0	\$0	\$3,000	\$0	\$0	\$3,000
05	260	510	4140	3011		5AA	NPO-TUCK POINTING		\$0	\$0	\$0	\$0	\$0	\$14,000	\$0	\$0	\$14,000
05	260	510	4140	3011		5AA	NPO-SUBFLOOR REPAIR-GFLR		\$0	\$0	\$0	\$0	\$0	\$5,000	\$0	\$0	\$5,000
05	260	510	4140	3011		5AA	SMO-ELECTRICAL METER RE-WIRING		\$0	\$0	\$0	\$0	\$0	\$12,600	\$0	\$0	\$12,600
TOTAL EXPENDITURES									\$2,968,752	\$0	\$0	\$0	\$18,300	\$85,800	\$0	\$0	\$3,072,852

DEPARTMENT: Human Services
 DIVISION: Administration
 PROGRAM: Administration
 SUBPROGRAM: N/A

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YR	FUND	AGN	ORG	ACT	SRC	UNIT	DESCRIPTION	2003 REVENUES	ADOPTED BUDGET 2004	2003 CARRYFORWRD	2004 COUNTY BOARD ACTIONS	CURRENT MODIFIED BUDGET	ACTUAL REVENUES YTD	ESTIMATED REVENUES TOTAL	TOTAL ESTIMATED CARRYFORWRD	AGENCY BASE
05	260	510	4140	3011	0995	5AA	CIP TBI	\$22,113	\$20,000			\$20,000	\$9,577	\$20,000	\$0	\$20,000
05	260	510	4140	3011	0996	5AA	CIP 1B	\$332,735	\$393,600			\$393,600	\$172,922	\$393,600	\$0	\$393,600
05	260	510	4140	3011	0997	5AA	CIP 1A	\$26,227	\$26,600			\$26,600	\$12,176	\$26,600	\$0	\$26,600
05	260	510	4140	3011	0998	5AA	COMMUNITY OPTIONS PROGRAM	\$36,643	\$32,500			\$32,500	\$10,280	\$32,500	\$0	\$32,500
05	260	510	4140	3011	0999	5AA	CIP II	\$18,255	\$20,000			\$20,000	\$6,085	\$20,000	\$0	\$20,000
05	260	510	4140	3011	1008	5AA	COMMUNITY BASED MA CLAIM	\$0	\$10,000			\$10,000	\$0	\$10,000	\$0	\$25,773
05	260	510	4140	3011	1050	5AA	BASIC COUNTY ALLOCATION	\$714,865	\$699,700			\$699,700	\$346,342	\$716,016	\$0	\$699,700
05	260	510	4140	3011	1350	5AA	INCOME MAINT ADMIN ALLOC.	\$621,187	\$752,700			\$752,700	\$177,590	\$619,683	\$0	\$752,700
05	260	510	4140	3011	1440	5AA	REFUGEE RELIEF PROGRAM	\$680	\$1,200			\$1,200	\$0	\$0	\$0	\$1,200
05	260	510	4140	3011	1471	5AA	W2 OFFICE	\$298,606	\$383,000			\$383,000	\$0	\$383,000	\$0	\$383,000
05	260	510	4140	3011	1475	5AA	MISCELLANEOUS ADMIN REVENUE	\$235,317	\$8,600			\$8,600	\$1,198	\$8,600	\$0	\$8,600
05	260	510	4140	3011	1487	5AA	DAY CARE W-2 ADMINISTRATION	\$0	\$77,500			\$77,500	\$6,555	\$77,500	\$0	\$77,500
05	260	510	4140	3011	1490	5AA	BLDG USE CHGS TO OTHER AGENCY	\$26,000	\$26,000			\$26,000	\$0	\$26,000	\$0	\$26,000
05	260	510	4140	3011	1512	5AA	WISACWIS PROJECT	\$18,755	\$25,000	\$49,262	\$0	\$74,262	\$0	\$75,000	\$0	\$25,000
05	260	510	4140	3011	1529	5AA	COP W	\$34,195	\$35,000			\$35,000	\$12,312	\$37,449	\$0	\$35,000
05	260	510	4140	3011	1540	5AA	PRIOR YEAR REVENUES	\$50,000	\$50,000			\$50,000	\$0	\$50,000	\$0	\$50,000
TOTAL REVENUES								\$2,435,577	\$2,561,400	\$49,262	\$0	\$2,610,662	\$755,037	\$2,495,949	\$0	\$2,577,173

DEPARTMENT: Human Services
 DIVISION: Administration
 PROGRAM: Administration
 SUBPROGRAM: N/A

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YR	FUND	AGN	ORG	ACT	SRC	APPR	UNIT	DESCRIPTION	AGENCY	DECISION	DECISION	DECISION	DECISION	DECISION	DECISION	DECISION	AGENCY	
									BASE	ITEM	ITEM	ITEM	ITEM	ITEM	ITEM	REQUEST		
									#1	#2	#3	#4	#5	#6	#7			
05	260	510	4140	3011	0995	5AA		CIP TBI	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000	
05	260	510	4140	3011	0996	5AA		CIP 1B	\$393,600	\$0	\$5,322	\$0	\$0	\$10,214	\$0	\$0	\$409,136	
05	260	510	4140	3011	0997	5AA		CIP 1A	\$26,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$26,600	
05	260	510	4140	3011	0998	5AA		COMMUNITY OPTIONS PROGRAM	\$32,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$32,500	
05	260	510	4140	3011	0999	5AA		CIP II	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000	
05	260	510	4140	3011	1008	5AA		COMMUNITY BASED MA CLAIM	\$25,773	\$0	\$0	\$0	\$18,300	\$0	\$0	\$0	\$44,073	
05	260	510	4140	3011	1050	5AA		BASIC COUNTY ALLOCATION	\$699,700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$699,700	
05	260	510	4140	3011	1350	5AA		INCOME MAINT ADMIN ALLOC.	\$752,700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$752,700	
05	260	510	4140	3011	1440	5AA		REFUGEE RELIEF PROGRAM	\$1,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200	
05	260	510	4140	3011	1471	5AA		W2 OFFICE	\$383,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$383,000	
05	260	510	4140	3011	1475	5AA		MISCELLANEOUS ADMIN REVENUE	\$8,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,600	
05	260	510	4140	3011	1487	5AA		DAY CARE W-2 ADMINISTRATION	\$77,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$77,500	
05	260	510	4140	3011	1490	5AA		BLDG USE CHGS TO OTHER AGENCY	\$26,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$26,000	
05	260	510	4140	3011	1512	5AA		WISACWIS PROJECT	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000	
05	260	510	4140	3011	1529	5AA		COP W	\$35,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$35,000	
05	260	510	4140	3011	1540	5AA		PRIOR YEAR REVENUES	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000	
TOTAL REVENUES									\$2,577,173	\$0	\$5,322	\$0	\$18,300	\$10,214	\$0	\$0	\$2,611,009	

DEPARTMENT Human Services
 DIVISION Administration
 PROGRAM Administration
 SUBPROGRAM N/A

OPERATING BUDGET SUMMARY

PROGRAM SUMMARY	2003 ACTUAL	ADOPTED BUDGET 2004	2003 CARRYFORWRD	2004 COUNTY BOARD ACTIONS	CURRENT MODIFIED BUDGET	ACTUAL YTD	ESTIMATED TOTAL	TOTAL ESTIMATED CARRYFORWRD	AGENCY BASE
PERSONAL SERVICES	\$1,940,052	\$2,064,567	\$0	\$0	\$2,064,567	\$607,388	\$2,091,296	\$0	\$2,164,600
OPERATING EXPENSE	\$742,767	\$569,152	\$129,146	\$0	\$698,298	\$192,167	\$649,122	\$0	\$564,152
CONTRACTUAL SERVICES	\$258,518	\$240,100	\$20,000	\$0	\$260,100	\$59,080	\$240,100	\$0	\$240,000
OPERATING CAPITAL	\$15,394	\$0	\$5,400	\$0	\$5,400	\$0	\$0	\$0	\$0
TOTAL PROGRAM EXPENDITURES	\$2,956,731	\$2,873,819	\$154,546	\$0	\$3,028,365	\$858,635	\$2,980,519	\$0	\$2,968,752
LESS REVENUES									
TAXES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
INTERGOVERNMENTAL REVENUE	\$2,409,577	\$2,535,400	\$49,262	\$0	\$2,584,662	\$755,037	\$2,469,949	\$0	\$2,551,173
LICENSES & PERMITS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FINES, FORFEITS & PENALTIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PUBLIC CHARGE FOR SERVICE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
INTERGOV'L CHARGES FOR SERVICE	\$26,000	\$26,000	\$0	\$0	\$26,000	\$0	\$26,000	\$0	\$26,000
MISCELLANEOUS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL PROGRAM REVENUES	\$2,435,577	\$2,561,400	\$49,262	\$0	\$2,610,662	\$755,037	\$2,495,949	\$0	\$2,577,173
NET COST:	\$521,154	\$312,419	\$105,284	\$0	\$417,703	\$103,598	\$484,570	\$0	\$391,579

PROGRAM SUMMARY	AGENCY BASE	DECISION ITEM #1	DECISION ITEM #2	DECISION ITEM #3	DECISION ITEM #4	DECISION ITEM #5	DECISION ITEM #6	DECISION ITEM #7	AGENCY REQUEST
PERSONAL SERVICES	\$2,164,600	\$0	\$0	\$0	\$18,300	\$0	\$0	\$0	\$2,182,900
OPERATING EXPENSE	\$564,152	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$564,152
CONTRACTUAL SERVICES	\$240,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$240,000
OPERATING CAPITAL	\$0	\$0	\$0	\$0	\$0	\$85,800	\$0	\$0	\$85,800
TOTAL PROGRAM EXPENDITURES	\$2,968,752	\$0	\$0	\$0	\$18,300	\$85,800	\$0	\$0	\$3,072,852
LESS REVENUES									
TAXES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
INTERGOVERNMENTAL REVENUE	\$2,551,173	\$0	\$5,322	\$0	\$18,300	\$10,214	\$0	\$0	\$2,585,009
LICENSES & PERMITS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FINES, FORFEITS & PENALTIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PUBLIC CHARGE FOR SERVICE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
INTERGOV'L CHARGES FOR SERVICE	\$26,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$26,000
MISCELLANEOUS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL PROGRAM REVENUES	\$2,577,173	\$0	\$5,322	\$0	\$18,300	\$10,214	\$0	\$0	\$2,611,009
NET COST:	\$391,579	\$0	(\$5,322)	\$0	\$0	\$75,586	\$0	\$0	\$461,843

DANE COUNTY BUDGET DECISION ITEM REQUEST

1. DEPARTMENT	Human Services	3. DEPT. NO.	510	5. FUND NAME	Human Services		
2. PROGRAM	Administration	4. PROGRAM NO.	4140	6. FUND NO.	260		
7. DECISION ITEM TITLE			8. BUDGETED POSITION CHANGES				
Savings/Reductions			POSITION #	TITLE	NO. FTE	EST. START DATE	
9. DECISION ITEM NUMBER							
HUMS-ADMN-2							
10. DESCRIPTION (PLEASE BE SPECIFIC)				12. EXPENSES / REVENUE SUMMARY			
This decision reflects a net levy savings of (\$5,322). Savings reflected in this decision item department-wide offset the cost of Purchase of Service (POS) living wage in the amount of \$250,000.				OPERATING BUDGET			
11. JUSTIFICATION: (PLEASE ADDRESS THE FOLLOWING THREE QUESTIONS) A) What is the reason for the request? This decision represents this division/program's share of the department-wide commitment to fund Purchase of Service (POS) living wage. B) What are the consequences of not funding this request? The consequences of not funding this would be discontinuation of the contracted services wage initiative. The county would fail to provide funding for its mandated ordinance. C) What cost savings/productivity improvements will result if this request is approved? Productivity improvements in the service rendered by contracted services benefiting from the wage initiative should be expected. The living wage ordinance provides for regular cost adjustments to assure that the lowest paid workers, many of whom work with vulnerable adults and people with disabilities, can remain in these jobs. The living wage reduces employee turnover and the disruption of support services to our most vulnerable citizens.				REQUESTED EXPENDITURES			
				PERSONAL SERVICES			\$0
				OPERATING EXPENSE			\$0
				CONTRACTUAL EXPENSE			\$0
				OPERATING OUTLAY			\$0
				TOTAL EXPENSE			\$0
				RELATED REVENUES			
				TAXES			\$0
				INTERGOVERNMENTAL REVENUE			\$5,322
				LICENSES & PERMITS			\$0
				FINES, FORFEITS & PENALTIES			\$0
				PUBLIC CHARGES FOR SERVICES			\$0
				INTERGOVERNMENTAL CHARGE FOR SERVICES			\$0
				MISCELLANEOUS			\$0
OTHER FINANCING SOURCES			\$0				
TOTAL REVENUE			\$5,322				
NET COST TO COUNTY			(\$5,322)				

DANE COUNTY BUDGET DECISION ITEM REQUEST

1. DEPARTMENT Human Services	3. DEPT. NO. 510	5. FUND NAME Human Services
2. PROGRAM Administration	4. PROGRAM NO. 4140	6. FUND NO. 260
7. DECISION ITEM TITLE Program Specific Change		8. BUDGETED POSITION CHANGES
		POSITION # TITLE NO. FTE EST. START DATE
9. DECISION ITEM NUMBER HUMS-ADMN-4		2316 Clerk Typist III 0.3330 1/1/2005
10. DESCRIPTION (PLEASE BE SPECIFIC) This decision reflect a net zero levy impact. This decision funds a .333 FTE Clerk Typist III increase in the amount of \$18,300 with offsetting Community Based Medical Assistance Claim (CBMAC) revenue.		12. EXPENSES / REVENUE SUMMARY
11. JUSTIFICATION: (PLEASE ADDRESS THE FOLLOWING THREE QUESTIONS)		OPERATING BUDGET
A) What is the reason for the request? Increased clerical support is needed to facilitate the data entry, data gathering and additional reporting requirements needed to claim CBMAC and other related revenues in a timely manner.		REQUESTED EXPENDITURES
B) What are the consequences of not funding this request? The department will continue to encounter delays in processing claims and potentially not capture expenses necessary to maximize revenue claims.		PERSONAL SERVICES \$18,300
C) What cost savings/productivity improvements will result if this request is approved? Support in this area would facilitate more complete and timely data for state reporting. Complete and timely data would allow the department to maximize revenue in this area and potentially receive dollars earlier, thereby improving the county's cash flow.		OPERATING EXPENSE \$0
		CONTRACTUAL EXPENSE \$0
		OPERATING OUTLAY \$0
		TOTAL EXPENSE <u>\$18,300</u>
		RELATED REVENUES
		TAXES \$0
		INTERGOVERNMENTAL REVENUE \$18,300
		LICENSES & PERMITS \$0
		FINES, FORFEITS & PENALTIES \$0
		PUBLIC CHARGES FOR SERVICES \$0
		INTERGOVERNMENTAL CHARGE FOR SERVICES \$0
		MISCELLANEOUS \$0
		OTHER FINANCING SOURCES \$0
		TOTAL REVENUE <u>\$18,300</u>
		NET COST TO COUNTY <u>\$0</u>

1. DEPARTMENT Human Services		3. DEPT. NO. 510		5. FUND NAME Human Services			
2. PROGRAM Administration		4. PROGRAM NO. 4140		6. FUND NO. 260			
7. DECISION ITEM TITLE Program Specific Change				9. DECISION ITEM NUMBER HUMS-ADMN-4			
13. ADDITIONAL BUDGETED POSITION CHANGES							
POSITION #	TITLE	NO. FTE	EST. START DATE				
14. EXPENSES/REVENUES INCLUDED WITH EACH NEW POSITION REQUEST							
THIS INFORMATION WILL BE USED TO ADJUST YOUR DECISION ITEM REQUEST IF AT ANY POINT IN THE BUDGET PROCESS THE DECISION ITEM IS TO BE RECOMMENDED FOR REMOVAL.							
	SPECIFIC ITEM DETAIL	POSITION 1	POSITION 2	POSITION 3	POSITION 4	POSITION 5	POSITION 6
JOB CLASS	<p>Instructions for this section: In the column for each position, enter the appropriate data from the new position request printout.</p> <p>For the "Items under \$500", "Capital" and "Revenue" sections, please use columns M, N, and O to give a short description of each item included.</p> <p>Suggestion: "Freeze" the line titles in column L and the Column headings by using the "Titles" feature so that you can move across the screen to the right and down without losing that information.</p>	2316	0	0	0	0	0
BASE SALARY		\$13,000					
LONGEVITY							
INCENTIVE							
RETIREMENT		\$1,500					
FICA		\$1,000					
HEALTH		\$2,800					
DENTAL		\$300					
DISABILITY		\$0					
LIFE		\$0					
W-COMP							
PROTECTIVE WEAR							
TOOL ALL.							
BAR DUES							
UNIFORMS							
SALARY SAVGS		(\$300)					
CONF & TRNG							
SUPPLIES							
ITEMS UNDER \$2,500							
TELEPHONE							
TRAVEL							
CAPITAL							
OTHER							
TOTAL EXPENSES		\$18,300	\$0	\$0	\$0	\$0	\$0
SPECIFY REVENUES ASSOCIATED W/ EACH POSITION	COMMUNITY BASED MA CLAIM	\$18,300					
TOTAL REVENUES		\$18,300	\$0	\$0	\$0	\$0	\$0

DANE COUNTY BUDGET DECISION ITEM REQUEST

1. DEPARTMENT Human Services	3. DEPT. NO. 510	5. FUND NAME Human Services
2. PROGRAM Administration	4. PROGRAM NO. 4140	6. FUND NO. 260
7. DECISION ITEM TITLE Capital Outlay	8. BUDGETED POSITION CHANGES	
	POSITION #	TITLE
	NO. FTE	EST. START DATE
9. DECISION ITEM NUMBER HUMS-ADMN-5		
10. DESCRIPTION (PLEASE BE SPECIFIC) <p>This decision item reflects a net levy change of \$75,586 in this program, but a net zero levy impact department-wide. Each Division was asked to contribute toward the department's capital outlay needs. Revenue enhancements reduce levy by (\$10,214) in this program. This levy reduction funds the following capital outlay expense in this division:</p> <p>Northport office: Downspout Repair-Garage \$2,500, door replacement \$6,000, automatic door \$3,500, carpet repairs \$3,000, concrete step repairs \$2,000, elevator safety test and heater \$3,000, tuck pointing \$14,000, floor board repair \$5,000.</p> <p>South Madison Office: Electrical meter rewiring \$12,600.</p> <p>Stoughton Office: Parking lot sealing/stripping \$11,200, soffit-exterior staining \$10,000, wet basement repair \$10,000, sidewalk leveling/repair \$3,000.</p>	12. EXPENSES / REVENUE SUMMARY	
	OPERATING BUDGET	
11. JUSTIFICATION: (PLEASE ADDRESS THE FOLLOWING THREE QUESTIONS) <p>A) What is the reason for the request? Critical capital outlay needs were reviewed and prioritized department-wide to be addressed in 2005.</p> <p>B) What are the consequences of not funding this request? Department-wide capital needs would continue to go unmet. Further deterioration of structures and equipment would continue. In some cases health and safety concerns would increase; in others, staff and consumers would continue to be exposed to leaky roofs and flooded facilities.</p> <p>C) What cost savings/productivity improvements will result if this request is approved? Critical capital outlay needs were reviewed and prioritized department-wide to be addressed in 2005. Investments in this area, at this time, will prevent the likelihood of emergency repairs and the costs associated. It would improve safety of facilities and eliminate downtime associated with leaks, floods, etc. In addition, the department would be protecting current resources from damage or destruction.</p>	REQUESTED EXPENDITURES	
	PERSONAL SERVICES	\$0
	OPERATING EXPENSE	\$0
	CONTRACTUAL EXPENSE	\$0
	OPERATING OUTLAY	\$85,800
	TOTAL EXPENSE	\$85,800
	RELATED REVENUES	
	TAXES	\$0
	INTERGOVERNMENTAL REVENUE	\$10,214
	LICENSES & PERMITS	\$0
	FINES, FORFEITS & PENALTIES	\$0
	PUBLIC CHARGES FOR SERVICES	\$0
	INTERGOVERNMENTAL CHARGE FOR SERVICES	\$0
	MISCELLANEOUS	\$0
	OTHER FINANCING SOURCES	\$0
	TOTAL REVENUE	\$10,214
	NET COST TO COUNTY	\$75,586

DANE COUNTY
PROGRAM BUDGET
NARRATIVE DATA FORM

BLOCK 1 - Fund Name

Human Services

BLOCK 2 - Fund Number

260

BLOCK 3 - Department Name

Human Services

BLOCK 4 - Department Number

510

BLOCK 5 - Division Name

Administration

BLOCK 6 - Division Number

4125

BLOCK 7 - Program Name

Administration

BLOCK 8 - Program Number

4140

BLOCK 9 - Sub-Program Name

N/A

BLOCK 10 - Sub-Program Number

N/A

BLOCK 11 - Mission

Administration provides policy development, general management, program planning and evaluation, budgeting, fiscal services, information system oversight, and general administrative support for the department.

BLOCK 12 - Description

The Administrative Unit reports to the director and is responsible for department-wide policy and management. Staff functions also help assure efficient day-to-day operations of the department, planning, budgeting, information systems, and overall fiscal and clerical support. The unit is also responsible for all fiscal contract management, state financial reporting, and collections. Additionally, the unit includes personnel management oversight, facilities management, equal opportunities oversight, planning and policy coordination for department support staff.

BLOCK 13 - Program Objectives

BLOCK 14 - Program Staff - Show Total FTE's

Actual 2003	Budget 2004	Revised 2004	Base 2005	Budget 2005
28.4170	28.4170	28.4170	28.6670	29.0000

GPR FTE Adjustment

BLOCK 15 - Performance Indicators

Demand

Actual 2003	Budget 2004	Revised 2004	Budget 2005

Workload

Actual 2003	Budget 2004	Revised 2004	Budget 2005

Productivity

Actual 2003	Budget 2004	Revised 2004	Budget 2005

Effectiveness

Actual 2003	Budget 2004	Revised 2004	Budget 2005

DANE COUNTY REQUEST FOR CAPITAL OUTLAY

2. PROGRAM NO.: 4140 PROGRAM NAME: Administration	3. SUB-PGRM NO.: N/A SUB-PGRM NAME: Administration	4. FUND NO.: 260 FUND NAME: Human Services
5. DECISION ITEM NO.: HUMS-ADM-05 DECISION ITEM NAME: Capital Outlay	7. DEPT. NO.: 510 DEPT. NAME: Human Services	6. PREPARED BY: G. P. Foster 8. PHONE: 242-6431
	DIV. NO.: 4140 DIV. NAME: Administration	

NOTE: ITEMS MUST BE LISTED IN PRIORITY ORDER WITHIN THIS DECISION ITEM REQUEST

9. QUANTITY	10. ITEM DESCRIPTION, SPECIFICATION & SUGGESTED VENDOR	11. ESTIMATEI COST	12. DATE REQUIRED	13. PURCHASING/PUBLIC WORKS	
				COST EST.	COMMENTS
1.00	Parking Lot Sealing/Striping (STO)	\$11,200	04/01/05		
1.00	Soffit Work/Exterior Staining (STO)	\$10,000	04/01/05		
1.00	Wet Basement Repairs (STO)	\$10,000	04/01/05		
1.00	Sidewalk Leveling and Repair (STO)	\$3,000	04/01/05		
1.00	Garage Downspout (NPO)	\$2,500	04/01/05		
1.00	Door Replacements/Paint (NPO)	\$6,000	04/01/05		
1.00	Auto Entrance Doors (NPO)	\$3,500	04/01/05		
1.00	Carpet Reglue/Repairs (NPO)	\$3,000	04/01/05		
1.00	Concrete Step Repair (NPO)	\$2,000	04/01/05		
1.00	Elevator Safety Test/Heater (NPO)	\$3,000	04/01/05		
1.00	Tuck Pointing (NPO)	\$14,000	04/01/05		
1.00	Subfloor Repair Ground Floor (NPO)	\$5,000	04/01/05		
1.00	Electrical Meter Re-wiring (SMO)	\$12,600	04/01/05		
	Total Administration Capital Request	\$85,800			