

Sub. 1 to 2017 RES-252
2018 DANE COUNTY OPERATING BUDGET APPROPRIATIONS RESOLUTION

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The 2018 Operating Budget is a financial plan for the operational needs of the County and was developed in accordance with the Uniform Accounting Manual for Wisconsin Counties and the pronouncements of the Governmental Accounting Standards Board (GASB).

This resolution constitutes the 2018 Adopted Operating Budget, formulated in accordance with s. 65.90 Wis. Stats., and consists of several parts, as follows:

- TABLE 1: TAX LEVY COMPUTATION AND FUND BALANCE ANALYSIS**
- TABLE 2: TAX LEVY HISTORY**
- TABLE 3: 2018 APPROPRIATIONS FOR OPERATIONS**
- TABLE 4: EXPENDITURE & REVENUE HISTORY - OPERATIONS**
- TABLE 5: CARRY-FORWARDS**
- TABLE 6: INDEBTEDNESS**
- TABLE 7: 2018 BUDGETED POSITIONS**

Together with the 2018 Adopted Capital Budget Appropriations Resolution, this document shall constitute the County Budget as defined in s. 65.90, Wis. Stats.

NOW, THEREFORE, BE IT RESOLVED that in accordance with s. 65.90, Wis. Stats, the Dane County Board of Supervisors hereby appropriate for 2018 fiscal year operations, the expenditures and revenue amounts on lines designated as appropriations in the attached Table 3. Amounts on lines not designated as appropriations are for informational purposes only. Expenditures in excess of the amounts appropriated or use of general purpose revenues in excess of the amounts listed on the lines designated as appropriations shall require County Board authorization in accordance with s. 65.90(5), Wis. Stats.

BE IT FURTHER RESOLVED that the Dane County Board of Supervisors authorize carry-forward of expenditures and revenues from 2017 to 2018 as recommended in Table 5.

BE IT FURTHER RESOLVED that the Dane County Board of Supervisors authorizes positions for the 2018 fiscal year as shown in Table 7.

BE IT FURTHER RESOLVED that encumbrances on purchase orders outstanding at the end of 2017 are re-appropriated in 2018.

BE IT FURTHER RESOLVED that payments are authorized as required under sec. 74.41(5), Wis. Stats.

BE IT FURTHER RESOLVED that 2018 operating expenditures and revenues shall be subject to the following provisions and controls in addition to all budget control policies enumerated in D.C. Ord. sec. 29.52:

- In addition to reviewing and approving contracts in accordance with Chapter 25, D.C. Ords., the County Board shall adopt resolutions approving all contracts with non-county agencies for which a separate appropriation has been made except for those contracts whose scope of services remains the same as the previous year. No disbursement of funds shall be made to such non-county agencies until a contract has been adopted by the County Board

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40 and approved by the County Executive except as otherwise provided. Each Miscellaneous Appropriations contract is to be controlled separately. The
41 Department of Administration has the responsibility to administer these contracts.
42

- 43 • The budgets for all departments having fifteen or more employees shall include a “Salary Savings” line that will be 2% of the budgeted “Salaries & Wages”
44 account for that department.
- 45
- 46 • All expenditures for computer hardware and software must receive prior approval of the Technical Systems Manager.
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- 48 • The Controller’s Office may add standard “Personal Services” lines to department’s budgets to properly account for Personal Services expenditures not
49 specifically budgeted for. The new accounts added will not change the department’s total appropriation.
50
- 51 • The rate for limited term employee Staff Attorney positions in the Clerk of Courts shall be up to ~~\$17.53~~ \$20.45 beginning with the first pay period of 2018
52 and with the one position dedicated to Prisoner Litigation work subject to an additional incentive of \$2 per hour above those rates.
53
- 54 • The wage scales for non-represented employees will increase by 1.25% beginning with pay period 1 of 2018.
55
- 56 • Rather than being closed directly into the General Fund at the end of the year, Alliant Energy Center funds are to be closed into the General Fund,
57 Reserve for Alliant Energy Center. This policy will enable the Alliant Energy Center to retain profits made in one year to assist in covering costs of future
58 years.
59
- 60 • The operating budget includes \$642,000 in funding to reflect the impact of the county’s new parental leave policy. The policy allows employees six
61 weeks of paid leave for the birth or adoption of a child. When an employee is granted parental leave, the department head may make a request to the
62 Department of Administration for a budget adjustment to offset the cost of the six weeks of leave. The request should detail the additional personnel
63 expenses such as overtime pay or limited term employee compensation that will be incurred to cover the six week period. Upon approval by the
64 Director of Administration, the Controller is authorized to transfer the approved amount from the Parental Leave Reserve account to the appropriate
65 account in the impacted department.
66
- 67 • The 2018 Budget Proposal contains \$140,000 for a comprehensive review of the existing mental health services system in Dane County. This is in
68 response to concerns expressed regarding the lack of adequate and appropriate services to address the needs of those struggling with issues of mental
69 illness. This lack of services is often identified as the cause of incarceration and/or hospitalization or other unnecessary restrictive forms of
70 treatment. The goal is to review the current mental health services system provided by both public and private funders and identify the needs, gaps, and
71 possible solutions to address the issues identified. The feasibility of a Mental Health Crisis Restoration Facility or other needed crisis responses will be
72 included in the context of this more thorough examination of the available mental health resources in Dane County. In the development of the RFP, the
73 Department will reach out to community partners and stakeholders during the drafting of the RFP and take into consideration any prior legislation in this
74 regard. This process will also review the recommendations from the 2015 community work-group on mental health, including the suggestion to develop a
75 tool-kit to assist the Dane County Circuitry court Judges.
- 76
- 77 • County-funded Crisis Intervention Partners training provided by NAMI Dane County for 911 Center communicators will also be made available to staff of
78 the Beacon.
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- The county has funded the Community Restorative Court to provide countywide services. In 2018, the expectation is that the number of Community Restorative Court participants will continue to increase by securing additional local government partners through execution of MOUs to expand the program to new municipalities and through criminal justice system referrals directly from law enforcement and from the District Attorney's office. In order to assess the adequacy of resources allocated to this effort, and to plan well for 2019, the Community Restorative Court program shall provide a written report to the Public Protection and Judiciary Committee, the Health and Human Needs Committee, and the Personnel and Finance Committee by June 1 and September 1 of 2018. Additionally, the District Attorney's office should provide a written report to the Public Protection and Judiciary Committee, Health and Human Needs Committee, and Personnel and Finance Committee quarterly regarding the number of referrals from the District Attorney's office. The report shall use the format entitled 'CRC Analysis' provided to the committee on October 30, 2017, or equivalent.
 - The Equity and Criminal Justice Council Coordinator has garnered national funds and/or technical assistance to introduce the sequential intercept model which advances community based solutions for justice-involved people with mental and substance use disorders. To assist in this effort, the Criminal Justice Council is requested to consult with key officials and community members to develop a local strategic plan based on the gaps, resources, and priorities identified by stakeholders.
 - The county shall complete its mental health review and propose alternatives to jail for those experiencing mental health crisis by September 1, 2018 so the study's recommendations are available to inform the county's 2019 capital budget funding for a crisis restorative center. This review will be guided by a steering committee composed of the Director of the Human Services Department, or her designee, a member of the Public Protection and Judiciary Committee appointed by the chair of that committee, and a member of the Health and Human Needs Committee appointed by the chair of that committee. The committee will provide input in the development of the request for proposals that will be used to select a consultant to conduct the analysis and be a resource for the consultant throughout the review.
 - Over the past two years, Dane County has been implementing the Pretrial Safety Assessment (PSA) tool which provides race-neutral information for court commissioners to consider when deciding bail and other conditions at initial appearance. Dane County will complete the initial data collection phase of the PSA random control trial study with Harvard University's Access to Justice Lab in 2019. As research results become available, the Pretrial Subcommittee of the Criminal Justice Council is requested to initiate planning for a full pretrial services office.
 - The following procedure will be applied at the end of fiscal year 2018. First, all fiscal activity in all funds will be closed according to Generally Accepted Accounting Principles, and any budgeted transfers other than between the general fund and the human services and badger prairie funds will be made. To the extent that the GPR requirement to balance the Human Services Fund is less than the amount budgeted, any surplus will be applied toward any deficit in the Badger Prairie Fund. The unassigned general fund balance shall not decrease, and shall increase a minimum of the percentage increase in the combined expenditures of the general fund and the human services fund. To the extent funds are available after the above items are applied, the remaining surplus of GPR budgeted for the human services fund will be retained in the human services fund and applied to future budgets for expenditures.
 - The Office for Equity and Inclusion shall consider a range of topics for Partners in Equity grants. Grants shall be awarded to Dane County-based community groups that propose to use funding to address systemic racial inequities in health, education, employment, or the criminal justice system. Additionally, recommendations of the Dane County Food Council-Innovation, Access and Equity grant program shall be taken into consideration in awarding up to \$15,000 of PIE grant funding, with up to \$10,000 intended for community groups and individuals located outside the City of Madison. These project grant proposals are to be solicited by the Food Council to assist in addressing equity throughout Dane County, in providing access to healthy food, increasing ease of access to land for growing food, and addressing issues of food waste and recovery. OEI may partner with other

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- 120 community institutions to support this effort with additional funding. Criteria will be established by the Office of Equity and Inclusion Advisory Board.
121 Applicant proposals shall be scored and awarded by a team of at least one county board member each from the HHN committee, the PPJ committee and
122 the Executive committee, all appointed by the county board chair annually, and three additional individuals who are members of the OEI advisory board
123 appointed annually by the chair of the OEI Advisory Board.
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- 125 • Before position #3075 may be filled, the District Attorney will provide a written report to the Health and Human Needs, Public Protection and Judiciary, and
126 Personnel and Finance Committees on the number of cases referred to the Community Restorative Court. Based upon those reports, the Personnel and
127 Finance Committee will determine if recruitment for the position will proceed.
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 - 131 • During 2018, the Department of Administration will explore options for establishing a Voluntary Employee Beneficiary Association (VEBA) to assist
132 retirees with the cost of health care expenses. The analysis will explore trends in staff retirements, benefit levels and potential funding levels
133 necessary to establish a sustainable VEBA program.
 - 134
 - 135 • Pursuant to DCO 25.501(b), the Human Services contracts listed in Appendix A may be executed by the Director of Human Services.
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 - 137 • The Employee Benefit Handbook is hereby amended to include the provision of six weeks of parental leave effective January 1, 2018.
 - 138
 - 139 • The Controller is authorized to make technical corrections to the Budgeted Position List, subject to the review and approval by the County Board Chair.
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- 141 **BE IT FINALLY RESOLVED** that the Department of Administration is directed to prepare, in consultation with the Office of the County Board, appropriate
142 narrative information explaining County Board budget related actions, and County Executive veto actions, if any, to be distributed in late 2016 or early 2018,
143 following review and approval by the County Board Chair.
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