Multnomah County				
Program #78316 - IT Sha	ared Operating Expenses			2/20/2019
Department:	County Assets	Program Contact:	Tracey Massey	
Program Offer Type:	Internal Service	Program Offer Stage:	As Requested	
<b>Related Programs:</b>	78320			
Program Characteristics	s: In Target			

**Executive Summary** 

This program offer accounts for shared expenses of the IT Division. It includes Facilities and Administrative Hub costs, some software licensing and maintenance costs for identified enterprise systems, and the budget for IT trainers that work in the County's Talent Development group in the Department of County Management.

### **Program Summary**

This program provides a central accounting location for costs that accrue to the IT Division as a whole. Facility charges for the division's two primary locations (in the Multhomah and the data center in the East County Courthouse). The cost of IT trainers supported by the IT organization to provide IT training and consultation Countywide are budgeted in this program offer. Software licensing and maintenance costs for the Telecom Expense Management system used throughout the County is also included in this program.

Measure Type	Primary Measure	FY18 Actual	FY19 Purchased	FY19 Estimate	FY20 Offer
Output	Timely repayment of borrowed funds	100%	100%	100%	100%
Outcome	Revenue collection is accurate and timely	100%	97%	100%	97%

PM #1 Output Measure - the accounting process to track repayment of borrowed funds passes through this program offer. Timely reconciliation of the amounts is required to accurately reflect ongoing expenses and remaining balances. PM #2 Outcome Measure - the accounting process to track the incoming revenue tied to this program offer requires accurate and timely processing to support periodic reporting of remaining balances.

## **Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2019	2019	2020	2020
Personnel	\$0	\$825,645	\$0	\$864,726
Contractual Services	\$0	\$0	\$0	\$47,182
Materials & Supplies	\$0	\$304,442	\$0	\$2,549,567
Internal Services	\$0	\$9,998,562	\$0	\$11,343,818
Capital Outlay	\$0	\$21,000	\$0	\$2,067,745
Unappropriated & Contingency	\$0	\$350,614	\$0	\$0
Total GF/non-GF	\$0	\$11,500,263	\$0	\$16,873,038
Program Total:	\$11,500,263		\$16,873,038	
Program FTE	0.00	3.80	0.00	3.80

Program Revenues				
Other / Miscellaneous	\$0	\$11,337,462	\$0	\$12,613,508
Beginning Working Capital	\$0	\$162,801	\$0	\$4,259,530
Total Revenue	\$0	\$11,500,263	\$0	\$16,873,038

# **Explanation of Revenues**

County IT service costs are allocated to departments based on usage, services received, and other metrics. This program also acts as the holding account for non-specific division-wide working capital carryover from previous fiscal years.

### Significant Program Changes

### Last Year this program was: FY 2019: 78316-19 IT Shared Operating Expenses

Materials & Supplies increase is due to beginning working capital carryover from the FY 2018 absence liability compensation correction. Internal Services increased due to FY 2019 repayment of the Enterprise Resource Planning (ERP) system bond included a \$1.6M credit and in FY 2020 full payment is budgeted. Capital Outlay increased due to beginning working capital reserves.