

ATTACHMENT 3

BJE - #0007961

Budget Journal Entry

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 Document Description: Hybrid IT Operating Model Project Processed On: Created By: Wesley Welch
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References

Audit Trail: _____
 Actualizing JE:

Budget Revision Request

Agenda Item: Agenda Date: 12/14/2021 Approval: BOS 4/i5 Has Board Letter: Yes

Related Event:

Title: Hybrid IT Operating Model Project

Budget Action: Increase appropriations of \$550,000 in General County Programs General Fund for Services and Supplies (\$475,000) and Intrafund Expenditure Transfers (+) (\$75,000) funded by release of Committed Emerging Issues Fund Balance. Increase appropriations of \$75,000 in County Executive Office General Fund for Salaries and Benefits funded by an Intrafund Expenditure Transfer in from General County Programs.

Justification: Phase 1 includes the following actions to create a standalone hybrid IT department:

- Pre-requisite #1: Confirm scope of IT services and delivery model
- Pre-requisite #2: Create organizational change plans
- Pre-requisite #3: Develop technology roadmap
- Pre-requisite #4: Create an implementation budget

As part of the study of making ICT a standalone department, KPMG developed a proposed job description and recommended salary range for the Chief Information Officer (CIO) position. It is recommended the recruitment for this position begin early in the process to allow the CIO to provide much needed capacity to contribute to prerequisite tasks identified in the implementation plan. Recruitment for the CIO is anticipated to be completed by the end of March 2022 and the position filled as of April 2022.

Budget Revision Request Financial Summary

Fund	Department	Project	Object Level	Source Amount	Use Amount
0001 - General	012 - County Executive Office		50 - Salaries and Employee Benefits	0.00	75,000.00
0001 - General	012 - County Executive Office		80 - Intrafund Expenditure Transfers (-)	0.00	(75,000.00)
			Fund: 0001 - General, Department: 012 - County Executive Office Total:	0.00	0.00
0001 - General	990 - General County Programs		55 - Services and Supplies	0.00	475,000.00
0001 - General	990 - General County Programs		85 - Intrafund Expenditure Transfers (+)	0.00	75,000.00

Budget Journal Entry

0001 - General 990 - General County Programs 93 - Changes to Committed 550,000.00 0.00
 Fund: 0001 - General, Department: 990 - General County Programs Total: 550,000.00 550,000.00

Accounting

Fund	Dept	GL Acct	LI Acct	Debit Amount	Credit Amount	Prog	OUnit	Proj	Budget Period	Description
0001	990	2420	9890	550,000.00		8300			202206	Hybrid IT Operating Model Project
0001	990	2530	7510		475,000.00	8300			202206	Hybrid IT Operating Model Project
0001	990	2530	9302		75,000.00	8300			202206	Hybrid IT Operating Model Project
0001	012	2530	9125	75,000.00		1000			202206	Hybrid IT Operating Model Project
0001	012	2530	6100		75,000.00	1000			202206	Hybrid IT Operating Model Project
				Total	625,000.00	625,000.00				

Signatures

Signed By	Approval Level	Department/Agency-Fund Group	Signed On	Valid
Lynne Dible		063-General Services	11/16/2021 10:53:24 AM	Y
Brian Duggan		063-General Services	11/16/2021 11:17:27 AM	Y
Richard Morgantini	CEO Analyst	All Depts-All Funds	11/16/2021 11:21:20 AM	Y
Wesley Welch	CEO Analyst	All Depts-All Funds	11/18/2021 8:05:25 AM	Y
Sara Weal	FACS	All Depts-All Funds	11/22/2021 4:36:54 PM	Y
Paul Clementi	Budget Director	All Depts-All Funds	12/1/2021 8:51:14 PM	Y
Robert Geis	Chief Deputy Controller	All Depts-All Funds	12/2/2021 7:47:10 AM	Y