Legislation Details

File #:	24-2503 **Version:** 1	**Name:**	Funds Transfer for BHR
Type:	Transfer of Funds	**Status:**	Approved
File created:	3/29/2024	**In control:**	Board of Commissioners
On agenda:	4/18/2024	**Final action:**	4/18/2024
Title:	PROPOSED TRANSFER OF FUNDS		

Department: Bureau of Human Resources

Request: Approval of a transfer of funds in Department 1032, Bureau of Human Resources

Reason: The reason for this transfer is to acquire professional services to support BHR's recruitment and hiring efforts due to turnover within the Workforce Strategy Division.

From Account(s):
11000.1490.33910.540135.00000.00000 Working Capital-Maintenance, $177,400
11000.1490.33910.520610.00000.00000 Advertising for Specific Purposes, $350,000
11000.1490.33910.521044.00000.00000 Legal Fee-Labor Matters, $63,652.16
11100.1490.33910.501750.00000.00000 Shared Tuition, $100,000
11000.1032.11690.501010.00000.00000 Salaries/Wages, $900,000
11000.1032.10155.501010.00000.00000 Salaries/Wages, $300,000
11000.1032.20320.501010.00000.00000 Salaries/Wages, $300,000

To Account(s): 11000.1490.33910.520830.00000.00000 Professional Services, $691,052.16
11000.1032.10155.520830.00000.00000 Professional Services $1,500,000

Total Amount of Transfer: $2,191,052.16

On what date did it become apparent that the receiving account would require an infusion of funds in order to meet current obligations? What was the balance in the account on that date, and what was the balance 30 days prior to that date?

This expense was unexpected; therefore, no funds were initially appropriated. The funds that are in these accounts were earmarked for other operational expenses.

How was the account used for the source of transferred funds identified? List any other accounts that were also considered (but not used) as the source of the transferred funds.

DBMS suggested the Salary/Wages account as a potential source since a surplus of funds accumulated due to personnel turnover/hiring delays. Furthermore, the tuition reimbursement account was identified as a source due to its historically low participation. The non-personnel services accounts had projects/programs that have not been initiated and were not considered to be as high of a priority as recruitment/hiring support.

Identify any projects, purchases, programs, contracts, or other obligations that will be deferred, delayed, or canceled as a result of the reduction in available spending authority that will result in the account that funds are transferred from.

BHR reviewed accounts with funds earmarked for projects/services that have not been initiated and determined that certain projects could be deferred. The projects/services that will be deferred are Advertising/Media Buy and the purchase of any additional enhancements for Taleo Optimization that were not included in the initial project scope. Factors that were considered in making this

determination were the procurement status, whether additional funds would be needed to support the projects/programs and whether certain HR positions are currently in place to support the execution of the program/project.

If the answer to the above question is “none” then please explain why this account was originally budgeted in a manner that caused an unobligated surplus to develop at this point in the fiscal year.

N/A

Sponsors:

Indexes: VELISHA HADDOX, Chief, Bureau of Human Resources

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
4/18/2024	1	Board of Commissioners	approve	Pass

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