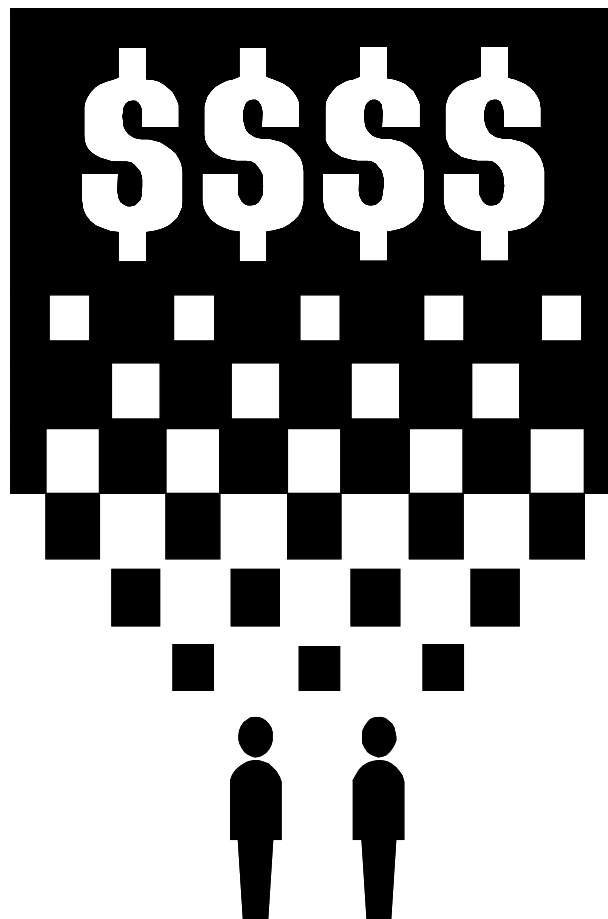


# FINANCE AND ADMINISTRATION



## **FINANCE AND ADMINISTRATION**

The function of "Finance and Administration" includes those Executive Branch agencies that generally control, coordinate, assist and provide services to other agencies and programs in state government. It includes the Department of Administration, Department of Taxation, Department of Information Technology and the Department of Personnel. In the 2001-03 biennium, General Fund appropriations for the finance and administration function, approved by the 2001 Legislature, total \$96.5 million. However, if funding approved for state employee salary increases is not included, state agencies within the Finance and Administration function were approved for \$38.7 million in General Fund appropriations over the 2001-03 biennium. This represents a 5.2 percent decrease from the appropriations approved for the 1999-2001 biennium, exclusive of salary adjustment funds.

### **DEPARTMENT OF ADMINISTRATION**

#### **BUDGET AND PLANNING DIVISION**

The Budget and Planning Division provides budgetary oversight and coordinated planning for state agencies. The division's primary duties are preparation and presentation of The Executive Budget, as well as providing staff support to the State Board of Examiners and Governor's Commission on Sentencing. The pre-audit section reviews claims for payment of expenses authorized by legislative appropriation or authorization for compliance with the State Administrative Manual.

As a result of the continuing rollout of the Integrated Financial System (IFS), the 2001 Legislature approved the Governor's recommendation to transfer six positions from the pre-audit section to the Division of Internal Audits to function in a post-audit environment. A Budget Analyst IV position was approved to allow budget accounts assigned to supervising analysts to be assigned to subordinate analysts, allowing supervising analysts to function more as team leaders and trainers. As a result of the passage of Assembly Bill 569 exempting occupational licensing boards from the Budget Act, the Legislature also approved the elimination of a Management Analyst III position. A Public Service Intern II position was also approved to assist with special projects and the statistical abstract report and perform budget analyst duties in preparing The Executive Budget.

#### **DIVISION OF INTERNAL AUDITS**

The 1999 Legislature approved Senate Bill 550 creating the Division of Internal Audits that was incorporated within the Office of Financial Management, Training and Controls. S.B. 550 also created the Executive Branch Audit Committee, which adopts division policies and procedures, approves the division's audit plan, and approves the audit reports prepared by the division. The Executive Branch Audit Committee members include the Governor (Chairman), Lieutenant Governor, Secretary of State, State Treasurer, State Controller, Attorney General, and one member representative of the general public appointed by the Governor. The division began its audit operations in November 1999.

The 2001 Legislature approved General Fund appropriations of \$1.8 million in FY 2001-02 and \$1.9 million in FY 2002-03 to support 24 full-time positions, including 6 pre-audit accounting positions transferred from the Budget Division to the Division of Internal Audits.

#### **STATE EMPLOYEE SALARY INCREASES**

Assembly Bill 673, as passed by the 2001 Legislature, grants classified employees across-the-board salary increases of four percent in each year of the 2001-03 biennium as recommended by the Governor. An additional step was added to the classified pay schedule, providing an additional salary increase for qualifying long-time employees. A special one-grade salary increase was approved, effective July 1, 2001, for correctional officers, adult parole and probation officers, and youth parole counselors. A two-grade increase was also approved for the engineer and Public Works Board building inspector positions effective July 1, 2001. In addition, Senate Bill 84 grants a one-grade increase to all uniformed highway patrol positions effective July 1, 2001.

In general, the 2001 Legislature approved salary increases for unclassified employees of nine percent effective July 1, 2001, with an additional four percent effective July 1, 2002. Some additional unclassified salary adjustments were granted for certain positions to compensate for increases in responsibilities and duties, to maintain adequate salary levels to ensure employment of qualified individuals, and to eliminate compaction problems with subordinate classified positions.

The Executive Budget included funding for salary increases to state employees within each budget account. To deal with falling revenue projections, the Governor and legislative leadership outlined a number of actions to reduce General Fund appropriations during the 2001-03 biennium. One of these actions included eliminating the salary increase funding from each budget account and pooling the funds necessary to finance salary increases for state employees. This pooling of funds allowed the Legislature to reduce the appropriation necessary to finance the salary increases by 10 percent.

#### **INSURANCE AND LOSS PREVENTION**

The primary objective of the Insurance and Loss Prevention Division is to identify potential sources of loss to property, employees and the general public; develop programs to reduce loss; and develop the appropriate balance between loss (self-insurance) and insured losses.

The Interim Finance Committee approved the consolidation of the State Employees Workers' Compensation account into the Insurance and Loss Prevention account during the 1999-2001 interim. The 2001 Legislature approved the Governor's recommendation to implement a new type of workers' compensation insurance plan, effective January 2001, which requires a large deductible in lieu of a retrospective rating plan. Under the new plan, basic insurance and claims administration fees are lower and greater medical fee discounts are negotiated. The premiums for FY 2001-02 and FY 2002-03 for state agencies will be \$1.28 and \$1.59 per \$100 of gross salary, respectively. This is a substantial decrease from FY 1999-2000 and FY 2000-01 rates of \$2.01 and \$1.93, respectively.

## **STATE PRINTING OFFICE**

The State Printing Office provides printing and reproduction services for state agencies and is funded from payments for work completed. Rates are established based upon direct labor, material, and overhead costs. The Printing Division employs union employees in printing trade positions and administrative and other positions that are in the state classified system.

The 1999 Legislature approved the Governor's recommendation to add a satellite quick-print operation in Las Vegas. Due to problems associated with the equipment vendor, the satellite office was not opened during the 1999-2001 biennium. The Printing Office indicated the equipment problems have been corrected, and the 2001 Legislature authorized funding to open the Las Vegas quick-print office. One existing Offset Supervisor position will be transferred to Las Vegas to run the operation. The Legislature also approved reserve funding of \$160,000 for a 25-inch Heidelberg two-color printing press to replace an existing press that is 28 years old and has printed over 102 million sheets.

The 2001 Legislature approved two capital improvement projects totaling \$412,271 (01-M7 and 01-M8) that will replace the Printing Office's HVAC system and provide for exterior building repairs to the Carson City facility. The Printing Office will be required to repay the cost of these projects over a 20-year period commencing July 1, 2003.

## **STATE MOTOR POOL**

The Motor Pool Division is responsible for administration of the state's vehicle fleet. State agencies have access to vehicles in Carson City, Reno and Las Vegas. Service and maintenance of the vehicles are provided at the three facilities. Funding for the division is generated primarily from vehicle rental charges. The 2001 Legislature approved an increase of 1.5 cents per mile for all vehicles rented by state agencies in the upcoming biennium.

The Executive Budget recommended funding for the operation and depreciation of 102 additional motor pool vehicles. Assembly Bill 523, as amended and approved by the 2001 Legislature, provided a one-time appropriation of \$2 million to fund the acquisition of the 102 vehicles over the 2001-03 biennium. The Legislature also approved the Governor's recommendation to replace 59 motor pool vehicles in FY 2001-02 and 47 vehicles in FY 2002-03. The total cost of the 106 replacement vehicles is approximately \$1.9 million for the 2001-03 biennium. Funding for the replacement vehicles is provided through accumulated depreciation, which is built into the rates charged to agencies using motor pool vehicles.

The 2001 Legislature approved Capital Improvement Project 01-C4 in the amount of \$2.9 million to fund a new motor pool facility to be located near McCarran Airport in Las Vegas. The State Public Works Board shall obtain approval for the siting and location of the facility from the Interim Finance Committee, or the Legislature if in session, before expending any funds. The Motor Pool Division will be required to repay the new facility costs over a 20-year period beginning July 1, 2003.

## **STATE PURCHASING DIVISION**

The Purchasing Division's primary responsibility is to assist state agencies and political subdivisions in the efficient procurement of quality supplies, equipment and services at reasonable costs. Services provided include: provision of master contracts for open-market commodity purchases; writing, bidding and evaluating requests for proposals for state agencies; contract negotiation and drafting assistance; maintenance of fixed assets inventory; administration of federal surplus property; disposal of excess state property; and distribution of USDA food stocks.

The Purchasing Division is primarily funded through assessments to state agencies and local governments utilizing the division's services. During the 1999-2001 interim, the Legislative Committee for the Fundamental Review of Base Budgets recommended the Purchasing Division develop an assessment methodology that more equitably assesses commodity and service purchases, using more than one year's activity as a basis for assessment, and implement the methodology for the 2001-03 biennial budget. As a result, the 2001 Legislature approved The Executive Budget recommendation of a new assessment methodology based upon a historical dollar volume of both commodities and services purchased.

The Legislature also approved the consolidation of the Surplus Property account into the main Purchasing account. The Purchasing Division will continue to maintain separate accounting and budget tracking, while eliminating the administrative cost of maintaining a small, stand-alone budget account.

Assembly Bill 605, as approved by the 2001 Legislature, authorizes the Purchasing administrator to expend no more than \$150,000 per year from the Purchasing fund for costs associated with establishing the Nevada Mall Project. The Nevada Mall Project is designed to be a web-based password-protected shopping mall for office and industrial supplies, tools, and equipment, allowing local governments and state agencies convenience in meeting their purchasing requirements. An agency will be able to access and direct-order from various on-line vendor catalogs that have entered into open-term contracts with the state. The Purchasing Division will be required to obtain Interim Finance Committee approval of its business plan for the Nevada Mall Project prior to proceeding with development.

## **DIVISION OF BUILDINGS AND GROUNDS**

The Division of Buildings and Grounds provides physical maintenance and housekeeping for most state-owned and leased buildings. The Capitol Police Division of the Department of Public Safety provides building security for certain agencies. Buildings and Grounds recovers the security cost as part of the rent charged and pays the Department of Public Safety for the service. The primary source of funding for the division is rent charged to state agencies for the use of state-owned building space. Budgeted rent collections total \$11.8 million in FY 2001-02 and \$12.0 million in FY 2002-03.

Rental rates for state agencies will be increased significantly in the 2001-03 biennium as recommended by the Governor. The table below sets forth the rents per square foot established for the biennium as compared to FY 2000-01:

|                   | <b>FY 2000-01</b> | <b>FY 2001-02</b> | <b>FY 2002-03</b> |
|-------------------|-------------------|-------------------|-------------------|
| No Security       | \$.62             | \$ .87            | \$ .85            |
| Contract Security | \$.74             | \$1.01            | \$1.01            |
| Capitol Police    | \$.79             | \$1.05            | \$1.04            |

The 2001 Legislature approved \$1,044,543 in FY 2001-02 and \$700,927 in FY 2002-03 for building maintenance and renovation projects. The Governor recommended \$1,069,869 in FY 2001-02, but the Legislature eliminated \$25,326 for projects that were also included in the 2001 Capital Improvement Program.

CLEAR CREEK YOUTH CENTER

The Clear Creek Youth Center near Carson City was built by the federal government as a Job Corps Center. In 1970, the state of Nevada obtained a special use permit to operate the center as a state facility. In February 1988, transfer of the center to state ownership was completed. The center provides meeting space for community groups and organizations such as the Boy Scouts of America, Nevada Girls State, and Rite of Passage.

The 2001 Legislature approved the Governor's recommended budget for the center. Although the Division of Buildings and Grounds indicated during the legislative session that the Governor may recommend transfer of the facility to the Division of State Parks, a delay in the completion of a business plan for the center as a state park resulted in the Governor and the Legislature deciding not to transfer the center to the Division of State Parks during the 2001-03 biennium.

MARLETTE LAKE WATER SYSTEM

The Division of Buildings and Grounds is responsible for the administration of the Marlette Lake water system. The objectives of the system are to preserve and protect the sources of water, to provide adequate supplies of water, to maintain the system in a condition that will ensure dependable supplies of water, and to sell water at equitable rates. The system is funded through raw water sales to Carson City, Storey County and 17 state agencies.

The budget approved by the 2001 Legislature is based on the division's elimination of the Carson water treatment plant budget and the transfer of all remaining revenue and expenditure authority to the Marlette Lake budget. The elimination of the treatment plant budget was the result of a contract with Carson City for the purchase of water that no longer requires the Division of Buildings and Grounds to treat water from Marlette Lake. The contract with Carson City provides that the state will lease its water tank to Carson City and, after June 30, 2000, the city will purchase a minimum of 525,600,000 gallons of raw water from the state at the rate of \$0.20 cents per thousand gallons. The state has agreed to purchase treated water from the city at a rate of \$0.85 per thousand gallons and to pay a monthly water service charge to Carson City in an amount equal to the charge to other commercial users using the same meter size.

## **MAIL SERVICES**

The state Mail Services section provides mail service to most state agencies in Carson City, Reno, and Las Vegas. Services include incoming and outgoing mail, certified mail, United Parcel Service (UPS), express overnight mail, and interoffice mail delivery and pick-up. The Mail Services section provides a folding and inserting service in the Reno/Carson City area. An administrative assessment of 20 percent of postage cost is charged to agencies using the division's services.

The Executive Budget recommended \$228,248 to replace current mailroom equipment and computers, including \$125,000 for a six-station folder/inserter machine and \$30,000 for an interdepartmental mail and shipping system. The 2001 Legislature reduced the request by \$30,000 to eliminate the interdepartmental mail and shipping system in response to the agency's analysis that the system was not economical for interdepartmental mail only.

## **STATE PUBLIC WORKS BOARD**

The State Public Works Board consists of seven members. Prior to the 2001-03 biennium, the Director of the Department of Administration served as chairman, and six other members were appointed by the Governor to terms of four years. Through the enactment of Assembly Bill 428, the 2001 Legislature required that the chairman of the board be elected from the appointed members of the board. The board is responsible for developing the recommended Capital Improvement Program (CIP), the advance planning, design, and construction of the projects included in the CIP, and the provision of architectural and engineering services to all state agencies.

The 2001 Legislature approved a Capital Improvement Program of approximately \$293.7 million for the board to administer. A detailed explanation of the recommended and approved Capital Improvement Program for the 2001-03 biennium is included in the General Fund Appropriations section of this report.

The legislatively approved budget for the 2001-03 biennium continues the operation of the agency through two budgets: Public Works (an administrative account funded through a General Fund appropriation) and Public Works Inspection (funded primarily through assessments against the various CIP projects). The 2001 Legislature approved the Governor's recommendation to transfer seven accounting positions (two in the Administration account and five in the Inspection account) to the Administrative Services Division of the Department of Administration to increase the efficiency and quality of accounting services provided in the Department of Administration.

The 2001 Legislature approved the Governor's recommended funding for the Public Works administrative budget with only minor and technical adjustments. The money committees considered eliminating the Facility Audit program that was approved by the 1997 Legislature, but voted to continue the program in the base budget. The program was approved to provide an analysis of the condition of all state buildings and includes three full-time positions.

In the Inspection budget, the 2001 Legislature approved the Governor's recommendation to increase two half-time Management Assistant positions to full-time in order to provide adequate

administrative support for the board's professional staff. The Legislature also voted to approve \$263,912 in FY 2001-02 and \$280,822 in FY 2002-03 for three new positions and various other expenditures to improve project management and coordination. The Governor recommended \$736,580 in FY 2001-02 and \$677,508 in FY 2002-03 for five new positions and other expenditures designed to improve project management and coordination. The Legislature approved three new Project Manager positions, but did not approve an additional Project Manager position and a new Management Analyst position that were recommended by the Governor.

In addition to the expenditures recommended in The Executive Budget, the 2001 Legislature also approved \$86,476 in FY 2001-02 and \$87,658 in FY 2002-03 to provide additional two-grade salary increases for all of the board's Inspector positions. The board reported to the money committees that numerous vacancies existed and that the positions were difficult to fill because the local governments were paying higher salaries for Inspector positions. The turnover in Inspector positions was noted as a contributing factor to many of the cost overruns and delays that were experienced on capital improvement projects during the 1999-2001 biennium. The raise was approved for 19 Inspector positions and was in addition to the salary increases that were approved for all classified positions.

#### **ADMINISTRATIVE SERVICES DIVISION**

The Administrative Services Division provides services to the divisions within the Department of Administration, including accounts payable, personnel, payroll, billing, financial reporting, budgeting, contract administration and management analysis. The division also provides fiscal services to the Office of the Governor, the Board of Examiners, the Commission for Women, and the Ethics Commission. The division is funded through administrative assessments to benefiting agencies.

The 2001 Legislature approved the Governor's recommendation to transfer seven accounting positions from the Public Works Board, and an additional accounting position from the Victims of Crime budget. These position transfers complete the consolidation of the Department of Administration's accounting function into the division.

#### **HEARINGS DIVISION**

The Hearings Division is responsible for adjudicating contested workers' compensation claims for the Employers Insurance Company of Nevada, formerly the State Industrial Insurance System, and self-insured employers. Beginning July 1, 1999, this duty was expanded to include private insurance companies with the implementation of a three-way workers' compensation insurance system in Nevada. The division also conducts hearings in Victims of Crime cases and for various state agencies pursuant to interagency agreements.

Funding for the division comes from the Workers Compensation and Safety Fund. The 2001 Legislature approved the division's budget as recommended by the Governor for the continuation of 45 existing positions and related operating expenses with no major enhancements.



The 2001 Legislature approved the establishment of a reserve in the Hearings Division account, thereby eliminating the separate Workers' Compensation Hearings Reserve account. The reserve may be accessed by the division, with Interim Finance Committee approval, to fund unforeseen changes in caseload activity.

### **VICTIMS OF CRIME**

The Victims of Crime program compensates Nevada residents who are innocent victims of violent crimes committed in the state. The 2001 Legislature approved Senate Bill 282 amending NRS 217.200, eliminating compensation limits for loss of earnings that are reasonably incurred as a result of a victim's total or partial incapacity, and eliminating limits for funeral expenses that are reasonably incurred as the result of the death of a victim. The Legislature also issued a letter of intent to the Victims of Crime program to identify potential sources of federal or other funds to provide assistance to programs, such as the Attorney General's Domestic Violence Council and the Nevada Network Against Domestic Violence, in conducting public service announcements.

### **DEPARTMENT OF TAXATION**

The Department of Taxation is responsible for administration of most of the tax laws of the state of Nevada, as well as the Local Government Budget Act and the Senior Citizens' Property Tax Assistance Act. In FY 1999-2000, gross revenue collected by the Department of Taxation was \$2,951,359,726, an increase of \$234,327,702, or 8.6 percent, over FY 1998-99 revenues. The state General Fund received 30.6 percent of these revenue collections, 58.1 percent was distributed to local governments, and the remainder went to other distributions, such as the state Highway Fund, state Distributive School Account, state Debt Service Fund, and other endowment and trust funds.

The total budget for the Department of Taxation for FY 2001-02 is \$14.9 million, a 6.2 percent decrease compared to \$15.8 million authorized for FY 2000-01, and \$15.2 million for FY 2002-03, a 2.1 percent increase. General Fund support increased 2.6 percent, from \$13.1 million in FY 2000-01 to \$13.4 million in FY 2001-02, and an additional 8.8 percent to \$14.6 million in FY 2002-03. The legislatively approved budget includes the transfer of four Information Systems Specialists from the Department of Information Technology (DoIT) as part of the Governor's recommended program in The Executive Budget to decentralize computer programming and computer technician services. The Executive Budget recommended, and the 2001 Legislature approved, the transfer of the Senior Citizens Property Tax Assistance program to the Department of Human Resources, Aging Services Division, effective October 1, 2001.

The 1999 Legislature passed Assembly Bill 584 transferring responsibility for the collection of taxes and fees imposed on certain motor fuels from the Department of Taxation to the Department of Motor Vehicles, effective January 1, 2002. Due to the cost allocation methodology used to determine the motor fuel administrative fees, the transfer of this program requires an increase in the General Fund appropriation of \$740,421 in FY 2001-02 and \$1,461,962 in FY 2002-03 to offset the loss of operating funds.

Assembly Bill 519, as approved by the 2001 Legislature, provides a one-time General Fund appropriation of \$2,175,000 to the Department of Taxation for the development and implementation of three information technology projects. The funding will be allocated as follows:

1. \$1,300,000 to allow the renewal of Phase II–System Requirements for the development of a new revenue management computer system to replace the current ACES system, as recommended in the business process re-engineering study. Funding for Phase II was approved during the 1999 Session, but was placed on hold in early 2000 due to the director’s concerns about the potential impact of recommendations from the Governor’s fundamental review and an internal reorganization of the requirements for the new computer system. Funding for this project was recommended by the Governor and included in The Executive Budget.
2. \$800,000 to develop and implement a document imaging and scanning system to process the department’s various tax forms and the electronic acquisition of the information on these tax forms into the department’s computer system. The funding for this project was recommended by the Governor, but was not included in The Executive Budget.
3. \$75,000 to enhance the reporting of local government financial information. S.B. 125, as approved by the 2001 Legislature, transfers the responsibility for the collection and reporting of local government financial information from the Fiscal Analysis Division of the Legislative Counsel Bureau to the Department of Taxation. This funding will enable the department to modify the program to allow the financial information to be collected electronically from the local government entities. S.B. 125 was introduced on behalf of the Interim Study Concerning Distribution Among Local Governments of Revenue from State and Local Taxes.

The 2001 Legislature approved A.B. 526, requested by the Governor, providing the Department of Taxation a one-time appropriation of \$545,726 to purchase new and replacement office equipment and computer hardware and software during the 2001-03 biennium.

### **DEPARTMENT OF INFORMATION TECHNOLOGY**

The Department of Information Technology (DoIT) consists of the Communications and Computing Divisions (Computing, Data Communications, Telecommunications, and Communications), the Programming and Planning Division, the Planning and Research Unit and the Director’s Office. Major issues addressed by the 2001 Legislature in approving the department’s 2001-03 biennial budget included: status of the state’s mainframe computing capacity; revision of the department’s billing rates and billing system; decentralization of DoIT’s applications programmers; transfer of funding responsibility for Master Service Agreement (MSA) contractors from DoIT to the respective agencies; request for the addition of 21 new positions and over \$1 million for investment in the department’s Web development infrastructure; and a request for a significant increase in funding to support the department’s new training goals.

The department testified in its budget hearings that the state's mainframe computing capacity situation had sufficiently stabilized and that additional mainframe computing capacity would most likely not be required during the 2001-03 biennium. Based on the information provided by the department, the 2001 Legislature did not approve the Governor's recommendation for approximately \$2.3 million in upgrades to the state's existing mainframe computing capacity. The department was in full concurrence with the Legislature's recommendations.

In addition to the major budgetary issues presented in The Executive Budget and addressed by the 2001 Legislature, passage and approval of Assembly Bill 524 provides approximately \$4.6 million for the completion of Phase IIA of the state's microwave upgrade project that was originally established by the 1997 Legislature, which approved \$5.6 million to complete Phase I of the microwave upgrade project. The 1999 Legislature extended the reversion date of the microwave upgrade appropriation made by the 1997 Legislature. However, no additional funding was appropriated by the 1999 Legislature for the microwave upgrade project.

#### **DIRECTOR'S OFFICE**

The Director's Office oversees the operations of the DoIT divisions and furnishes financial management, billing and clerical support. On behalf of state agencies within the Executive Branch, the Director's Office performs procurement and contracts for information systems and services. Funding is provided through assessments to DoIT's divisions and units.

The 2001 Legislature approved funding for the department to hire a consultant to restructure the mechanism by which the department recovers the cost of operations from its users. The Legislature also added funding to retain the services of the contractor for two years to assist the department in monitoring the new system and with updating its annual cost allocation plan. In addition, the Legislature approved the department's plan to restructure its administrative and financial unit. The department's purpose for the request is to implement a functional change within the Director's Office that will allow DoIT to better manage its billing and accounting functions. The plan consists of segregating its accounts receivable and accounts payable functions and inserting an additional level of management oversight. This reorganization of functional responsibilities is designed to allow the department to devote the appropriate level of resources and management control needed to correct some of the systemic problems that have been experienced with its financial management group

The 2001 Legislature concurred with The Executive Budget recommendation to reclassify and transfer the NOMADS project executive position to the Director's Office budget from the Application Design and Programming budget, BA 1365. The department indicated the newly assigned software executive would oversee all software development projects for the Department of Human Resources (DHR), the Welfare Division, the Division of Mental Health and Developmental Services (MH/DS), and the Division of Child and Family Services (DCFS). The department indicated that the software executive will be 100 percent funded by charges to DHR.

#### **PROGRAMMING AND PLANNING DIVISION**

The Programming and Planning Division provides programmer support for the development and maintenance of computer applications for agencies within state government. Two major budget

initiatives were proposed and approved by the 2001 Legislature for this budget. The Governor recommended that payments to MSA vendors be paid directly by the agencies employing the contractor rather than pass through DoIT. The Legislature concurred with the Governor's recommendation, with the stipulation that the initiative be implemented as a pilot program. Under the pilot program, DoIT will continue to be responsible for managing and overseeing MSA contractor activities and for qualifying all state MSA contractors. The Legislature also requested that the department provide quarterly program status reports to the Interim Finance Committee. The effect of this action results in elimination of approximately \$12.6 million in annual MSA pass-through funding from the department's budget. Since the associated funding is a pass-through to DoIT, there is no net effect on DoIT's rates or operational budget.

The 2001 Legislature also approved the department's plan to establish a pilot program to evaluate DoIT's proposal to decentralize its applications programming functions. The program consists of transferring direct administrative and managerial control of 21 dedicated applications and programming positions from DoIT to the respective agencies. The agencies selected to participate in the program include the Department of Taxation (4 programmers), DCFS' Project UNITY (12 programmers), Secretary of State (3 programmers), and the Department of Personnel, which gains direct control of 2 data entry personnel. The Legislature requested that the department monitor and evaluate the program over the course of the biennium and forward its results to the Interim Finance Committee on a quarterly basis. The information provided will be used by the 2003 Legislature to determine whether the program should be continued, expanded, or terminated.

The 2001 Legislature also provided funding to the department for the addition of a quality assurance position and the reclassification of the NOMADS project executive, as discussed above in the Director's Office.

#### **PLANNING AND RESEARCH UNIT**

The Planning and Research Unit provides various services to state agencies, including planning support, development and maintenance of computer standards, information services training and computer security. The 2001 Legislature approved the addition of three new positions, a dedicated Capacity Planner and two Project Managers, to support the division's planning unit. The Legislature also approved the addition of one Computer System Technician to help the unit address increased service demand, and the reclassification of its planner and planning manager.

#### **COMMUNICATIONS AND COMPUTING DIVISIONS**

The Communications and Computing Divisions consist of the department's Computing, Data Communications, Telecommunications, and Communications Divisions. These divisions perform a variety of functions, including management and operation of the state's mainframes; administration of statewide microwave and mobile communications; installation and maintenance of a majority of the state's personal computers, LAN and WAN Web-based development and maintenance; and telecommunications support. Funding for the division is derived from billing for services provided.

During the 2001 Legislative Session, DoIT stressed its concern over the state's rapid increase in demand for Web-based development and services. In response, the Legislature authorized expansion of the department's Web development capabilities. The Legislature approved the addition of four new Web development positions and approximately \$1 million in funding for the purchase of additional Web development computing equipment and data storage capacity. The Legislature also approved \$511,222 in funding for additional mainframe storage and backup capacity. Maintenance contracts for the department's R-25 Enterprise Server and the computer facility's air conditioning system were also approved.

The 2001 Legislature also approved a total of 15 new positions (7 in Computing, 4 in Data Communications, 2 in Telecommunications and 2 in Communications); over \$1.5 million in communications infrastructure upgrades, mostly comprising of upgrades and expansion of the state's SilverNet data communications network; and \$172,128 for additional training.

In addition to the funding approved in The Executive Budget, S.B. 584 (capital improvement bill) authorizes the use of approximately \$1.15 million in general obligation bond funding to replace the department's uninterruptible power supply at its computer facility, upgrade the facility's HVAC system, replace the facility's boiler, and conduct a cost study that will quantify resources needed to upgrade the facility's electrical and air conditioning system.

## **DEPARTMENT OF PERSONNEL**

The legislatively approved budget for the Department of Personnel in FY 2001-02 of \$8.4 million is a 5.6 percent increase over the FY 2000-01 work program budget of \$8.0 million. The department's budget in FY 2002-03 totals \$8.7 million, which reflects a 3.4 percent increase over FY 2001-02. This budget is funded by uniform assessments to all state agencies for personnel and payroll services. The budget reflects a decrease in the personnel assessment from 0.94 percent of budgeted employee gross salaries in FY 2000-01 to 0.90 percent for each year of the 2001-03 biennium. The payroll assessment was increased from the FY 2000-01 rate of 0.22 percent to a rate of 0.25 percent in FY 2001-02 and 0.24 percent in FY 2002-03.

To address the 2001 Legislature's concern about the possibility of identity theft resulting from the use of social security numbers on timesheets, the Legislature approved redirecting \$54,660 of the amount recommended for staff overtime in The Executive Budget for contract services to eliminate the usage of social security numbers on timesheets.

The 2001 Legislature approved two new positions as recommended in The Executive Budget, a Management Assistant to provide clerical support in the Las Vegas office and a Program Assistant to provide user assistance in the continued development and application of the new payroll and human resources system. In addition, the Legislature approved the Governor's recommendation to transfer two information technology positions from the Department of Information Technology to the Personnel Department in lieu of the Department of Personnel contracting with the Department of Information Technology for these services. These actions bring the total number of positions to 83.5 FTE for the 2001-03 biennium.

Nevada Legislative Counsel Bureau  
Summary of Appropriations and Authorizations (Detail)

2001 Legislature

|  | 2000 - 01<br>Work Program | 2001 - 02<br>Governor<br>Recommended | 2001 - 02<br>Legislature<br>Approved | 2002 - 03<br>Governor<br>Recommended | 2002 - 03<br>Legislature<br>Approved |
|--|---------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| <b>FINANCE &amp; ADMINISTRATION</b>    |                           |                                      |                                      |                                      |                                      |
| <b>DEPARTMENT OF ADMINISTRATION</b>    |                           |                                      |                                      |                                      |                                      |
| <b>HIGHWAY FUND SALARY ADJUSTMENT</b>  | 705,314                   |                                      | 10,497,503                           |                                      | 15,300,387                           |
| BALANCE FORWARD                        | 11,700                    |                                      |                                      |                                      |                                      |
| HIGHWAY FUND                           | 693,614                   |                                      | 10,497,503                           |                                      | 15,300,387                           |
| <b>BUDGET AND PLANNING</b>             | 3,171,878                 | 2,955,569                            | 2,766,799                            | 3,141,069                            | 2,912,995                            |
| GENERAL FUND                           | 2,940,054                 | 2,692,350                            | 2,503,580                            | 2,864,815                            | 2,636,741                            |
| INTER AGENCY TRANSFER                  | 230,824                   | 263,167                              | 263,167                              | 276,202                              | 276,202                              |
| OTHER FUND                             | 1,000                     | 52                                   | 52                                   | 52                                   | 52                                   |
| <b>GENERAL FUND SALARY ADJUSTMENT</b>  | 8,111,226                 |                                      | 23,554,941                           |                                      | 34,245,698                           |
| GENERAL FUND                           | 8,111,226                 |                                      | 23,554,941                           |                                      | 34,245,698                           |
| <b>DIVISION OF INTERNAL AUDIT</b>      | 1,440,863                 | 1,858,138                            | 1,779,389                            | 2,028,837                            | 1,907,435                            |
| GENERAL FUND                           | 1,440,863                 | 1,858,138                            | 1,779,389                            | 2,028,837                            | 1,907,435                            |
| <b>MERIT AWARD BOARD</b>               | 5,000                     | 5,000                                | 5,000                                | 5,000                                | 5,000                                |
| GENERAL FUND                           | 5,000                     | 5,000                                | 5,000                                | 5,000                                | 5,000                                |
| <b>CLEAR CREEK YOUTH CENTER</b>        | 280,639                   | 283,870                              | 273,399                              | 294,088                              | 279,471                              |
| GENERAL FUND                           | 84,885                    | 96,209                               | 87,897                               | 106,427                              | 93,963                               |
| OTHER FUND                             | 195,754                   | 187,661                              | 185,502                              | 187,661                              | 185,508                              |
| <b>DEFERRED COMPENSATION COMMITTEE</b> | 84,164                    | 95,029                               | 95,029                               | 113,359                              | 113,785                              |
| BALANCE FORWARD                        | 53,121                    | 54,755                               | 54,755                               | 73,085                               | 73,511                               |
| OTHER FUND                             | 31,043                    | 40,274                               | 40,274                               | 40,274                               | 40,274                               |
| <b>ADMIN - ADMINISTRATIVE SERVICES</b> | 940,254                   | 1,367,887                            | 1,373,485                            | 1,438,554                            | 1,541,856                            |
| BALANCE FORWARD                        | 116,550                   | 117,515                              | 117,515                              | 114,205                              | 211,401                              |
| INTER AGENCY TRANSFER                  | 823,704                   | 1,250,372                            | 1,255,970                            | 1,324,349                            | 1,330,455                            |
| <b>INSURANCE &amp; LOSS PREVENTION</b> | 17,201,178                | 15,563,203                           | 15,563,203                           | 17,760,290                           | 17,660,001                           |
| BALANCE FORWARD                        | 6,163,163                 | 5,180,424                            | 5,180,424                            | 4,555,665                            | 4,455,376                            |
| INTER AGENCY TRANSFER                  | 10,817,681                | 10,199,017                           | 10,199,017                           | 13,020,863                           | 13,020,863                           |
| OTHER FUND                             | 220,334                   | 183,762                              | 183,762                              | 183,762                              | 183,762                              |
| <b>INDIGENT ACCIDENT ACCOUNT</b>       | 13,547,331                | 8,340,176                            | 8,703,216                            | 8,572,346                            | 9,449,944                            |
| BALANCE FORWARD                        | 5,545,063                 |                                      |                                      |                                      |                                      |
| OTHER FUND                             | 8,002,268                 | 8,340,176                            | 8,703,216                            | 8,572,346                            | 9,449,944                            |
| <b>INDIGENT SUPPLEMENTAL ACCOUNT</b>   | 6,032,851                 | 5,238,750                            | 5,480,776                            | 5,393,530                            | 5,978,595                            |
| BALANCE FORWARD                        | 1,081,081                 |                                      |                                      |                                      |                                      |
| OTHER FUND                             | 4,951,770                 | 5,238,750                            | 5,480,776                            | 5,393,530                            | 5,978,595                            |
| <b>PRINTING OFFICE</b>                 | 5,670,627                 | 5,527,511                            | 5,545,512                            | 5,574,873                            | 5,708,186                            |
| BALANCE FORWARD                        | 541,929                   | 731,082                              | 731,082                              | 671,810                              | 787,122                              |
| INTER AGENCY TRANSFER                  | 5,128,303                 | 4,796,319                            | 4,814,320                            | 4,902,953                            | 4,920,954                            |
| OTHER FUND                             | 395                       | 110                                  | 110                                  | 110                                  | 110                                  |

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| <b>DEPARTMENT OF ADMINISTRATION</b>       |                           |                                      |                                      |                                      |                                      |
| <b>PRINTING OFFICE EQUIPMENT PURCHASE</b> | 309,877                   | 310,129                              | 310,084                              | 435,237                              | 434,514                              |
| BALANCE FORWARD                           | 127,945                   | 70,078                               | 70,078                               | 210,337                              | 210,747                              |
| INTER AGENCY TRANSFER                     | 181,632                   | 239,751                              | 239,706                              | 224,600                              | 223,467                              |
| OTHER FUND                                | 300                       | 300                                  | 300                                  | 300                                  | 300                                  |
| <b>MOTOR POOL</b>                         | 3,698,630                 | 3,852,455                            | 3,958,955                            | 3,858,467                            | 4,188,508                            |
| BALANCE FORWARD                           | 301,831                   | 398,698                              | 398,698                              | 130,907                              | 354,448                              |
| INTER AGENCY TRANSFER                     | 3,282,932                 | 3,314,231                            | 3,420,731                            | 3,588,034                            | 3,694,534                            |
| OTHER FUND                                | 113,867                   | 139,526                              | 139,526                              | 139,526                              | 139,526                              |
| <b>MOTOR POOL VEHICLE PURCHASE</b>        | 1,995,969                 | 1,434,579                            | 1,413,999                            | 1,920,823                            | 1,840,679                            |
| BALANCE FORWARD                           | 617,536                   | 1,628                                | 1,628                                | 428,350                              | 407,770                              |
| INTER AGENCY TRANSFER                     | 1,295,454                 | 1,337,771                            | 1,317,191                            | 1,397,293                            | 1,337,729                            |
| OTHER FUND                                | 82,979                    | 95,180                               | 95,180                               | 95,180                               | 95,180                               |
| <b>PURCHASING</b>                         | 2,789,336                 | 2,732,291                            | 2,732,291                            | 2,621,475                            | 2,850,426                            |
| BALANCE FORWARD                           | 948,421                   | 580,093                              | 580,093                              | 379,875                              | 608,826                              |
| INTER AGENCY TRANSFER                     | 1,838,700                 | 2,042,226                            | 2,042,226                            | 2,131,628                            | 2,131,628                            |
| OTHER FUND                                | 2,215                     | 109,972                              | 109,972                              | 109,972                              | 109,972                              |
| <b>PURCHASING - EQUIPMENT PURCHASE</b>    | 158,417                   | 159,342                              | 158,313                              | 145,993                              | 150,786                              |
| BALANCE FORWARD                           | 101,351                   | 143,584                              | 143,584                              | 124,034                              | 132,236                              |
| INTER AGENCY TRANSFER                     | 57,066                    | 15,758                               | 14,729                               | 21,959                               | 18,550                               |
| <b>SURPLUS PROPERTY</b>                   | 164,351                   |                                      |                                      |                                      |                                      |
| BALANCE FORWARD                           | 29,871                    |                                      |                                      |                                      |                                      |
| INTER AGENCY TRANSFER                     | 47,011                    |                                      |                                      |                                      |                                      |
| OTHER FUND                                | 87,469                    |                                      |                                      |                                      |                                      |
| <b>COMMODITY FOOD PROGRAM</b>             | 4,616,830                 | 3,545,062                            | 3,545,062                            | 3,254,056                            | 3,299,815                            |
| BALANCE FORWARD                           | 862,293                   | 725,050                              | 725,050                              | 434,044                              | 479,803                              |
| FEDERAL FUND                              | 368,015                   | 400,351                              | 400,351                              | 400,351                              | 400,351                              |
| INTER AGENCY TRANSFER                     | 140,330                   | 103,460                              | 103,460                              | 103,460                              | 103,460                              |
| OTHER FUND                                | 3,246,192                 | 2,316,201                            | 2,316,201                            | 2,316,201                            | 2,316,201                            |
| <b>BUILDINGS &amp; GROUNDS</b>            | 11,562,218                | 13,300,212                           | 13,115,341                           | 13,655,925                           | 13,780,185                           |
| BALANCE FORWARD                           | 1,057,252                 | 774,916                              | 552,416                              | 1,130,629                            | 1,026,111                            |
| INTER AGENCY TRANSFER                     | 10,500,066                | 12,507,732                           | 12,545,361                           | 12,507,732                           | 12,736,510                           |
| OTHER FUND                                | 4,900                     | 17,564                               | 17,564                               | 17,564                               | 17,564                               |
| <b>MAIL SERVICES</b>                      | 6,375,721                 | 6,078,634                            | 6,102,119                            | 6,090,290                            | 6,207,143                            |
| BALANCE FORWARD                           | 438,235                   | 377,057                              | 377,057                              | 388,713                              | 482,081                              |
| INTER AGENCY TRANSFER                     | 5,937,486                 | 5,701,577                            | 5,725,062                            | 5,701,577                            | 5,725,062                            |
| <b>MAIL SERVICES - EQUIPMENT PURCHASE</b> | 156,356                   | 244,410                              | 242,866                              | 219,111                              | 244,832                              |
| BALANCE FORWARD                           | 73,213                    | 156,356                              | 156,356                              | 121,162                              | 149,971                              |
| INTER AGENCY TRANSFER                     | 83,143                    | 88,054                               | 86,510                               | 97,949                               | 94,861                               |

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| <b>DEPARTMENT OF ADMINISTRATION</b>          |                           |                                      |                                      |                                      |                                      |
| <b>MARLETTE LAKE</b>                         | 417,369                   | 448,560                              | 448,560                              | 470,051                              | 479,504                              |
| BALANCE FORWARD                              | 93,105                    | 116,243                              | 116,243                              | 137,734                              | 147,187                              |
| OTHER FUND                                   | 324,264                   | 332,317                              | 332,317                              | 332,317                              | 332,317                              |
| <b>DEPT OF ADMINISTRATION - HEARINGS DIV</b> | 3,157,858                 | 3,798,117                            | 3,702,850                            | 3,789,470                            | 3,738,673                            |
| INTER AGENCY TRANSFER                        | 3,153,858                 | 3,791,290                            | 3,696,023                            | 3,782,643                            | 3,731,846                            |
| OTHER FUND                                   | 4,000                     | 6,827                                | 6,827                                | 6,827                                | 6,827                                |
| <b>VICTIMS OF CRIME</b>                      | 4,348,942                 | 4,715,954                            | 4,715,954                            | 4,756,961                            | 4,738,717                            |
| BALANCE FORWARD                              | 322,368                   | 256,894                              | 256,894                              | 620,665                              | 602,421                              |
| FEDERAL FUND                                 | 1,552,000                 | 1,264,266                            | 1,264,266                            | 851,216                              | 851,216                              |
| INTER AGENCY TRANSFER                        | 194,075                   |                                      |                                      |                                      |                                      |
| OTHER FUND                                   | 2,280,499                 | 3,194,794                            | 3,194,794                            | 3,285,080                            | 3,285,080                            |
| <b>PUBLIC WORKS ADMINISTRATION</b>           | 835,429                   | 896,660                              | 843,315                              | 931,238                              | 855,207                              |
| GENERAL FUND                                 | 835,429                   | 896,660                              | 843,315                              | 931,238                              | 855,207                              |
| <b>PUBLIC WORKS INSPECTION</b>               | 3,305,424                 | 4,304,877                            | 3,945,313                            | 4,294,677                            | 4,065,309                            |
| BALANCE FORWARD                              | 92,453                    |                                      |                                      |                                      |                                      |
| OTHER FUND                                   | 3,212,971                 | 4,304,877                            | 3,945,313                            | 4,294,677                            | 4,065,309                            |
| <b>SUB-FUNCTION RECAP</b>                    |                           |                                      |                                      |                                      |                                      |
| <b>DEPARTMENT OF ADMINISTRATION</b>          | 101,084,052               | 87,056,415                           | 120,873,274                          | 90,765,720                           | 141,977,651                          |
| GENERAL FUND                                 | 13,417,457                | 5,548,357                            | 28,774,122                           | 5,936,317                            | 39,744,044                           |
| BALANCE FORWARD                              | 18,578,481                | 9,684,373                            | 9,461,873                            | 9,521,215                            | 10,129,011                           |
| FEDERAL FUND                                 | 1,920,015                 | 1,664,617                            | 1,664,617                            | 1,251,567                            | 1,251,567                            |
| HIGHWAY FUND                                 | 693,614                   |                                      | 10,497,503                           |                                      | 15,300,387                           |
| INTER AGENCY TRANSFER                        | 43,712,265                | 45,650,725                           | 45,723,473                           | 49,081,242                           | 49,346,121                           |
| OTHER FUND                                   | 22,762,220                | 24,508,343                           | 24,751,686                           | 24,975,379                           | 26,206,521                           |



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| <b>FINANCE &amp; ADMINISTRATION</b> |                           |                                      |                                      |                                      |                                      |
| <b>DEPARTMENT OF TAXATION</b>       |                           |                                      |                                      |                                      |                                      |
| <b>DEPARTMENT OF TAXATION</b>       | 15,830,729                | 15,873,728                           | 14,894,142                           | 16,585,116                           | 15,214,020                           |
| GENERAL FUND                        | 13,057,151                | 14,351,534                           | 13,402,790                           | 15,880,522                           | 14,577,170                           |
| BALANCE FORWARD                     | 400,000                   |                                      |                                      |                                      |                                      |
| FEDERAL FUND                        | 6,970                     |                                      |                                      |                                      |                                      |
| HIGHWAY FUND                        | 885,924                   | 437,338                              | 429,048                              |                                      |                                      |
| INTER AGENCY TRANSFER               | 99,720                    | 52,057                               | 51,070                               |                                      |                                      |
| OTHER FUND                          | 1,380,964                 | 1,032,799                            | 1,011,234                            | 704,594                              | 636,850                              |
| <b>SUB-FUNCTION RECAP</b>           |                           |                                      |                                      |                                      |                                      |
| <b>DEPARTMENT OF TAXATION</b>       | 15,830,729                | 15,873,728                           | 14,894,142                           | 16,585,116                           | 15,214,020                           |
| GENERAL FUND                        | 13,057,151                | 14,351,534                           | 13,402,790                           | 15,880,522                           | 14,577,170                           |
| BALANCE FORWARD                     | 400,000                   |                                      |                                      |                                      |                                      |
| FEDERAL FUND                        | 6,970                     |                                      |                                      |                                      |                                      |
| HIGHWAY FUND                        | 885,924                   | 437,338                              | 429,048                              |                                      |                                      |
| INTER AGENCY TRANSFER               | 99,720                    | 52,057                               | 51,070                               |                                      |                                      |
| OTHER FUND                          | 1,380,964                 | 1,032,799                            | 1,011,234                            | 704,594                              | 636,850                              |

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| <b>FINANCE &amp; ADMINISTRATION</b>             |                           |                                      |                                      |                                      |                                      |
| <b>DEPARTMENT OF INFORMATION SERVICES</b>       |                           |                                      |                                      |                                      |                                      |
| <b>DoIT DIRECTOR'S OFFICE</b>                   | 1,452,414                 | 1,728,741                            | 1,903,202                            | 1,762,751                            | 1,937,836                            |
| BALANCE FORWARD                                 | 123,333                   | 123,333                              | 123,333                              | 115,214                              | 116,678                              |
| INTER AGENCY TRANSFER                           | 1,329,081                 | 1,605,408                            | 1,779,869                            | 1,647,537                            | 1,821,158                            |
| <b>DoIT PLANNING &amp; RESEARCH UNIT</b>        | 1,525,926                 | 1,952,638                            | 1,864,436                            | 2,008,175                            | 1,853,141                            |
| BALANCE FORWARD                                 | 337,830                   | 390,787                              | 390,787                              | 335,115                              | 325,601                              |
| INTER AGENCY TRANSFER                           | 1,188,096                 | 1,561,851                            | 1,473,649                            | 1,673,060                            | 1,527,540                            |
| <b>DoIT APPLICATION DESIGN &amp; DEVELOPMEI</b> | 18,261,961                | 7,082,007                            | 7,112,206                            | 6,950,564                            | 6,948,381                            |
| BALANCE FORWARD                                 | 2,152,633                 | 2,152,633                            | 2,152,633                            | 1,920,786                            | 1,912,558                            |
| INTER AGENCY TRANSFER                           | 16,109,328                | 4,929,374                            | 4,959,573                            | 5,029,778                            | 5,035,823                            |
| <b>DoIT COMPUTING DIVISION</b>                  | 16,407,583                | 17,380,923                           | 15,203,966                           | 15,867,126                           | 14,382,383                           |
| BALANCE FORWARD                                 | 5,679,658                 | 2,676,045                            | 2,676,045                            | 2,505,472                            | 2,503,386                            |
| INTER AGENCY TRANSFER                           | 10,727,925                | 14,704,878                           | 12,527,921                           | 13,361,654                           | 11,878,997                           |
| <b>DoIT DATA COMMUNICATIONS &amp; TECHNICA</b>  | 5,373,449                 | 5,302,153                            | 5,182,837                            | 4,972,148                            | 4,899,311                            |
| BALANCE FORWARD                                 | 518,906                   | 518,906                              | 518,906                              | 520,990                              | 508,443                              |
| INTER AGENCY TRANSFER                           | 4,854,543                 | 4,783,247                            | 4,663,931                            | 4,451,158                            | 4,390,868                            |
| <b>DoIT TELECOMMUNICATIONS</b>                  | 3,035,838                 | 3,492,715                            | 3,492,715                            | 3,482,391                            | 3,473,091                            |
| BALANCE FORWARD                                 | 303,589                   | 303,589                              | 303,589                              | 410,562                              | 401,262                              |
| INTER AGENCY TRANSFER                           | 2,732,249                 | 3,189,126                            | 3,189,126                            | 3,071,829                            | 3,071,829                            |
| <b>DoIT COMMUNICATIONS</b>                      | 1,633,901                 | 1,871,115                            | 1,846,685                            | 1,771,877                            | 1,746,366                            |
| BALANCE FORWARD                                 | 248,794                   | 248,794                              | 248,794                              | 225,825                              | 215,068                              |
| INTER AGENCY TRANSFER                           | 1,385,107                 | 1,622,321                            | 1,597,891                            | 1,546,052                            | 1,531,298                            |
| <b>SUB-FUNCTION RECAP</b>                       |                           |                                      |                                      |                                      |                                      |
| <b>DEPARTMENT OF INFORMATION SERVICE</b>        | 47,691,072                | 38,810,292                           | 36,606,047                           | 36,815,032                           | 35,240,509                           |
| BALANCE FORWARD                                 | 9,364,743                 | 6,414,087                            | 6,414,087                            | 6,033,964                            | 5,982,996                            |
| INTER AGENCY TRANSFER                           | 38,326,329                | 32,396,205                           | 30,191,960                           | 30,781,068                           | 29,257,513                           |

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| <b>FINANCE &amp; ADMINISTRATION</b>    |                           |                                      |                                      |                                      |                                      |
| <b>DEPARTMENT OF PERSONNEL</b>         |                           |                                      |                                      |                                      |                                      |
| <b>PERSONNEL</b>                       | 8,002,630                 | 8,448,664                            | 8,448,664                            | 8,514,357                            | 8,731,333                            |
| BALANCE FORWARD                        | 1,049,150                 | 822,385                              | 822,385                              | 918,796                              | 1,135,772                            |
| INTER AGENCY TRANSFER                  | 6,936,403                 | 7,602,706                            | 7,602,706                            | 7,571,988                            | 7,571,988                            |
| OTHER FUND                             | 17,077                    | 23,573                               | 23,573                               | 23,573                               | 23,573                               |
| <b>STATE UNEMPLOYMENT COMPENSATION</b> | 1,677,735                 | 1,801,378                            | 1,801,378                            | 1,766,567                            | 1,766,567                            |
| BALANCE FORWARD                        | 7,488                     | 687,880                              | 687,880                              | 653,069                              | 653,069                              |
| INTER AGENCY TRANSFER                  | 1,670,247                 | 1,113,498                            | 1,113,498                            | 1,113,498                            | 1,113,498                            |
| <b>SUB-FUNCTION RECAP</b>              |                           |                                      |                                      |                                      |                                      |
| <b>DEPARTMENT OF PERSONNEL</b>         | 9,680,365                 | 10,250,042                           | 10,250,042                           | 10,280,924                           | 10,497,900                           |
| BALANCE FORWARD                        | 1,056,638                 | 1,510,265                            | 1,510,265                            | 1,571,865                            | 1,788,841                            |
| INTER AGENCY TRANSFER                  | 8,606,650                 | 8,716,204                            | 8,716,204                            | 8,685,486                            | 8,685,486                            |
| OTHER FUND                             | 17,077                    | 23,573                               | 23,573                               | 23,573                               | 23,573                               |

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| <b>FINANCE &amp; ADMINISTRATION</b>       |                           |                                      |                                      |                                      |                                      |
| <b>FINANCE &amp; ADMINISTRATION</b>       |                           |                                      |                                      |                                      |                                      |
| GENERAL FUND                              | 26,474,608                | 19,899,891                           | 42,176,912                           | 21,816,839                           | 54,321,214                           |
| BALANCE FORWARD                           | 29,399,862                | 17,608,725                           | 17,386,225                           | 17,127,044                           | 17,900,848                           |
| FEDERAL FUND                              | 1,926,985                 | 1,664,617                            | 1,664,617                            | 1,251,567                            | 1,251,567                            |
| HIGHWAY FUND                              | 1,579,538                 | 437,338                              | 10,926,551                           |                                      | 15,300,387                           |
| INTER AGENCY TRANSFER                     | 90,744,964                | 86,815,191                           | 84,682,707                           | 88,547,796                           | 87,289,120                           |
| OTHER FUND                                | 24,160,261                | 25,564,715                           | 25,786,493                           | 25,703,546                           | 26,866,944                           |
| <b>TOTAL FINANCE &amp; ADMINISTRATION</b> | <b>174,286,218</b>        | <b>151,990,477</b>                   | <b>182,623,505</b>                   | <b>154,446,792</b>                   | <b>202,930,080</b>                   |
| LESS: INTER AGENCY TRANSFER               | 90,744,964                | 86,815,191                           | 84,682,707                           | 88,547,796                           | 87,289,120                           |
| <b>NET-FINANCE &amp; ADMINISTRATION</b>   | <b>83,541,254</b>         | <b>65,175,286</b>                    | <b>97,940,798</b>                    | <b>65,898,996</b>                    | <b>115,640,960</b>                   |