

State of Alaska FY2008 Governor's Operating Budget

Department of Natural Resources Human Resources Chargeback Component Budget Summary

Component: Human Resources Chargeback

Contribution to Department's Mission

This component provides for RSA payment to Department of Administration, Division of Personnel, for DNR's Human Resources services received under the HR Integration plan.

Core Services

The core services of Human Resource management for DNR are now provided by the DOA/Division of Personnel. Specifically, they handle the internal personnel functions for approximately 789 budgeted permanent full-time, 251 budgeted permanent part-time and up to 2000 seasonal non-permanent employees.

The Department of Natural Resources will pay DOA to provide the essential support for all DNR employees and managers in the broad area of human resources including: recruitment, examining, classification, labor contract interpretation and enforcement, implementation and compliance with federal and state requirements such as the Fair Labor Standards Act, Americans with Disabilities Act, Family Leave etc.

The DOA/Division of Personnel staff ensures that:

- DNR's mission is carried out in the most professional manner possible by assisting in recruiting the best qualified work force, including special recruitment for local residents in rural areas, women and minorities, and for individuals with unique qualifications when required.
- Error free payroll services are provided to the department's employees.
- Ensures that all positions in the Department are properly classified and paid in accordance with the State Personnel Act and collective bargaining agreements.
- Ensures that DNR is in compliance with the Americans with Disabilities Act (ADA).
- Employment opportunities are provided for Alaskan residents.
- Department managers are advised on provisions of the collective bargaining unit agreements, Fair Labor Standards Act, Americans with Disabilities Act, Family Medical Leave Act, Alaska Family Leave Act, and other state and federal laws pertaining to employee rights and protection.
- The occurrence of employee relations and labor disputes are minimized by ensuring that all personnel transactions comply with AS 39, labor agreements, FLSA, state and federal law, and that all are in accordance with good personnel principles.
- Management is represented in labor disputes by investigating union grievances and complaints, human rights, EEO, and ombudsman complaints, and processing these complaints through resolution.
- Training needs of all employees are considered.
- Managers and employees are assisted in all aspects of down-sizing activities; i.e., layoffs, reorganizations, out-placement services and retirement incentive programs.

FY2008 Resources Allocated to Achieve Results

FY2008 Component Budget: \$1,021,800

Personnel:

Full time	0
Part time	0
Total	0

Key Component Challenges

DNR's significant challenge in this component is insufficient funding to fully fund the Division of Personnel RSA. This budget was short \$128.5 of being able to fully fund the RSA in FY07. This requires direct charges to division budgets,

resulting in a decrease of funding for their specific programs and missions.

DNR's original cost of HR integration was set at \$704.3 beginning in FY05 Management Plan (\$399.7 GF and \$304.6 IA). The actual FY05 RSA increased to \$845.5 with no increase in authorization to cover the cost. DNR division's were assessed the additional cost.

In FY06, DNR received \$81.9 GF to cover Division of Personnel's increased personal services costs related to rate increases (PERS, COLA, Health Insurance etc.). DNR's RSA billing is \$893.0. This was funded with \$481.6 GF, \$33.7 from the leasing budget, \$245.0 indirect cost recovery and Fire support costs, and division programs being assessed \$132.7.

In FY07, we transferred in \$33.7 GF from the Facilities Rent and Chargeback component which is used to pay DOP's lease costs via this RSA. In addition, we received a salary adjustment of \$39.4 GF to cover DOP's increased personal services costs related to PERS, COLA, Health Insurance and Risk Management. This gives us a GF base in FY07 of \$554.7. The FY07 RSA assessment was \$932.4, funded with \$554.7 GF, \$249.2 indirect cost recovery and Fire support, and \$128.5 assessed to divisions.

In FY08 we have requested \$89.4 in GF to cover DOP's increased personal services costs related to PERS. We anticipate that will be our only budget increase for this RSA; our divisions will still have to cover the \$128.5 shortfall.

Significant Changes in Results to be Delivered in FY2008

No changes in results delivered.

Major Component Accomplishments in 2006

No major accomplishments.

Statutory and Regulatory Authority

No statutes and regulations.

Contact Information

Contact: Nico Bus, Administrative Services Director
Phone: (907) 465-2406
Fax: (907) 465-3886
E-mail: nicob@dnr.state.ak.us

Human Resources Chargeback Component Financial Summary

All dollars shown in thousands

	FY2006 Actuals	FY2007 Management Plan	FY2008 Governor
Non-Formula Program:			
Component Expenditures:			
71000 Personal Services	0.0	0.0	0.0
72000 Travel	0.0	0.0	0.0
73000 Services	820.5	932.4	1,021.8
74000 Commodities	0.0	0.0	0.0
75000 Capital Outlay	0.0	0.0	0.0
77000 Grants, Benefits	0.0	0.0	0.0
78000 Miscellaneous	0.0	0.0	0.0
Expenditure Totals	820.5	932.4	1,021.8
Funding Sources:			
1004 General Fund Receipts	575.5	554.7	644.1
1007 Inter-Agency Receipts	245.0	377.7	377.7
Funding Totals	820.5	932.4	1,021.8

Estimated Revenue Collections

Description	Master Revenue Account	FY2006 Actuals	FY2007 Management Plan	FY2008 Governor
Unrestricted Revenues				
None.		0.0	0.0	0.0
Unrestricted Total		0.0	0.0	0.0
Restricted Revenues				
Interagency Receipts	51015	245.0	377.7	377.7
Restricted Total		245.0	377.7	377.7
Total Estimated Revenues		245.0	377.7	377.7

**Summary of Component Budget Changes
From FY2007 Management Plan to FY2008 Governor**

All dollars shown in thousands

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
FY2007 Management Plan	554.7	0.0	377.7	932.4
Proposed budget increases:				
-Retirement and Non-covered Employee Health Insurance Increases for Division of Personnel	89.4	0.0	0.0	89.4
FY2008 Governor	644.1	0.0	377.7	1,021.8