

**State of Alaska
FY2020 Governor's Operating Budget**

**Department of Labor and Workforce Development
Data Processing
Component Budget Summary**

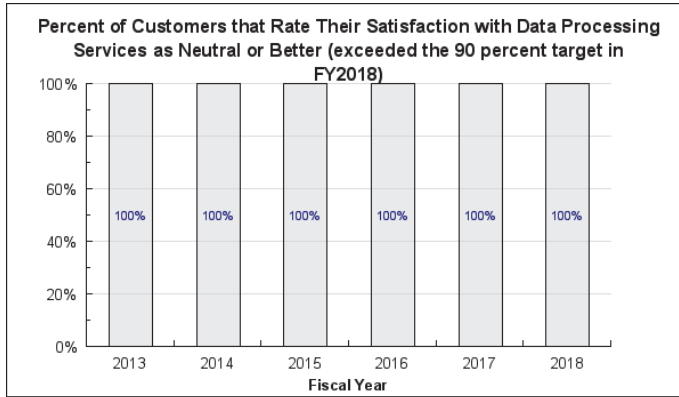
Component: Data Processing

Contribution to Department's Mission

The Data Processing component contributes to the department's mission by providing technical, analytical and business specific expertise to assist our customers in efficiently achieving their goals.

Results

(Additional performance information is available on the web at <https://omb.alaska.gov/results>.)



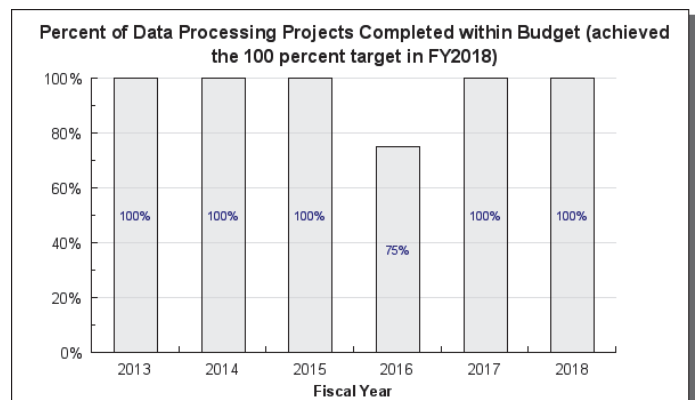
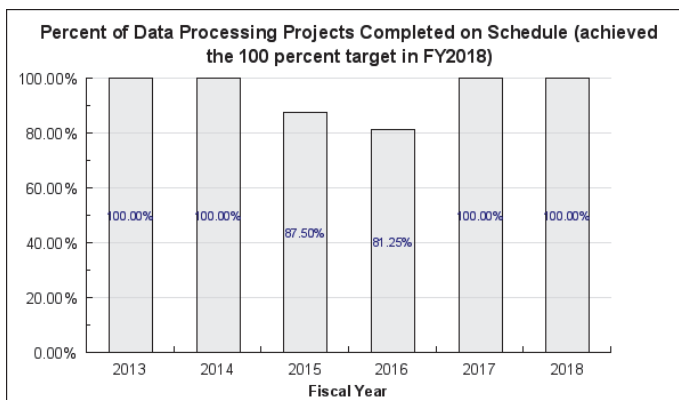
Core Services

- Deliver data processing systems and services in support of the department on schedule and within budget.
- Support and enhance the department's information infrastructure.

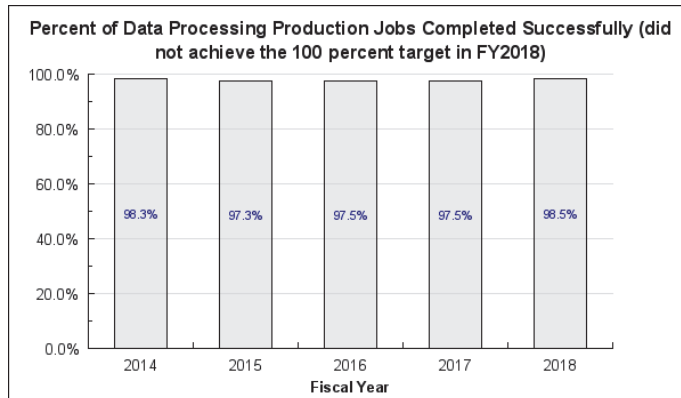
Measures by Core Service

(Additional performance information is available on the web at <https://omb.alaska.gov/results>.)

1. Deliver data processing systems and services in support of the department on schedule and within budget.



2. Support and enhance the department's information infrastructure.



Major Component Accomplishments in 2018

During FY2018, the Data Processing component:

- Had a successful IRS Audit of the Federal Tax Information Interface and got final approval to garnish tax refunds.
- Reduced costs of customer support by reorganizing staff and technology to more efficiently provide services.
- Worked with the Department of Administration's Office of Information Technology (OIT) to move customer support and systems staff to OIT central services.

Key Component Challenges

A key challenge for the Data Processing component will be replacement of two of the department's workforce development systems before they reach end of life with one integrated system to comply with federal requirements. There is federal funding available to cover the costs of this project.

Another key challenge for the Data Processing component will be maintaining service levels while implementing changes related to the statewide Office of Information Technology initiative.

Significant Changes in Results to be Delivered in FY2020

By the end of FY2020, the Data Processing component is planning to move the department to a hosted solution for Job Exchange, Workforce Innovation and Opportunity Act grant management, and a number of smaller case management systems. The Data Processing component is also planning to move the Unemployment Insurance system to a hosted solution to replace aging technology and reduce costs.

Statutory and Regulatory Authority

No statutes and regulations.

Contact Information

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Data Processing Personal Services Information				
Authorized Positions			Personal Services Costs	
	<u>FY2019</u> <u>Management</u> <u>Plan</u>	<u>FY2020</u> <u>Governor</u>		
Full-time	16	16	Annual Salaries	1,660,553
Part-time	0	0	COLA	45,215
Nonpermanent	0	0	Premium Pay	0
			Annual Benefits	866,216
			<i>Less 2.99% Vacancy Factor</i>	<i>(76,984)</i>
			Lump Sum Premium Pay	0
Totals	16	16	Total Personal Services	2,495,000

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Analyst/Programmer IV	0	0	1	0	1
Analyst/Programmer V	0	0	3	0	3
Data Processing Mgr II	0	0	1	0	1
Micro/Network Spec I	1	0	0	0	1
Systems Programmer I	0	0	1	0	1
Systems Programmer II	1	0	3	0	4
Systems Programmer III	0	0	5	0	5
Totals	2	0	14	0	16

Component Detail All Funds
Department of Labor and Workforce Development

Component: Data Processing (334)
RDU: Commissioner and Administrative Services (109)

Non-Formula Component

	FY2018 Actuals	FY2019 Conference Committee	FY2019 Authorized	FY2019 Management Plan	FY2020 Governor	FY2019 Management Plan vs FY2020 Governor	
71000 Personal Services	2,730.7	2,745.6	2,745.6	2,424.4	2,495.0	70.6	2.9%
72000 Travel	6.4	5.0	5.0	10.0	10.0	0.0	0.0%
73000 Services	2,073.0	2,761.3	2,682.8	2,984.0	2,984.0	0.0	0.0%
74000 Commodities	39.9	127.1	127.1	127.1	127.1	0.0	0.0%
75000 Capital Outlay	22.3	10.0	10.0	25.0	25.0	0.0	0.0%
77000 Grants, Benefits	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
78000 Miscellaneous	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Totals	4,872.3	5,649.0	5,570.5	5,570.5	5,641.1	70.6	1.3%
Fund Sources:							
1002 Fed Rcpts (Fed)	3,052.1	3,566.9	3,507.0	3,507.0	3,568.0	61.0	1.7%
1004 Gen Fund (UGF)	169.3	171.0	167.0	167.0	167.9	0.9	0.5%
1007 I/A Rcpts (Other)	1,650.9	1,911.1	1,896.5	1,896.5	1,905.2	8.7	0.5%
Unrestricted General (UGF)	169.3	171.0	167.0	167.0	167.9	0.9	0.5%
Designated General (DGF)	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Other Funds	1,650.9	1,911.1	1,896.5	1,896.5	1,905.2	8.7	0.5%
Federal Funds	3,052.1	3,566.9	3,507.0	3,507.0	3,568.0	61.0	1.7%
Positions:							
Permanent Full Time	26	19	19	16	16	0	0.0%
Permanent Part Time	1	0	0	0	0	0	0.0%
Non Permanent	0	0	0	0	0	0	0.0%

Change Record Detail - Multiple Scenarios with Descriptions
Department of Labor and Workforce Development

Component: Data Processing (334)
RDU: Commissioner and Administrative Services (109)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
***** Changes From FY2019 Conference Committee To FY2019 Authorized *****												
FY2019 Conference Committee												
	ConfCom	5,649.0	2,745.6	5.0	2,761.3	127.1	10.0	0.0	0.0	19	0	0
1002 Fed Rcpts		3,566.9										
1004 Gen Fund		171.0										
1007 I/A Rcpts		1,911.1										
Shared Services of Alaska and Information Technology Centralization Savings												
	Unalloc	-78.5	0.0	0.0	-78.5	0.0	0.0	0.0	0.0	0	0	0
1002 Fed Rcpts		-59.9										
1004 Gen Fund		-4.0										
1007 I/A Rcpts		-14.6										

The Shared Services organization began in FY2018 and provides back-office administrative functions common to all state agencies. This organization model builds a smarter Alaska by reducing administrative costs, improving service quality, and enabling the effective delivery of front-line state services.

The Office of Information Technology (OIT) was formed in accordance with Administrative Order 284, and is in the process of adopting best practices and centralizing the organization of information technology (IT) resources statewide. This organizational model builds a smarter Alaska by reducing overall IT costs, strengthening IT functions, and maximizing efficiency.

The FY2019 budget included a statewide unallocated reduction to reflect savings achievable as a result of these efficiency efforts. An initial distribution of the savings has been made at the start of FY2019. The remaining savings will be distributed through the year as areas of efficiency continue to be identified.

Subtotal		5,570.5	2,745.6	5.0	2,682.8	127.1	10.0	0.0	0.0	19	0	0
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***** Changes From FY2019 Authorized To FY2019 Management Plan *****												
Align Authority with Anticipated Expenditures												
	LIT	0.0	-321.2	5.0	301.2	0.0	15.0	0.0	0.0	0	0	0

Transfer personal services authority to pay anticipated travel, services, and capital outlay expenditures. The remaining personal services authority is sufficient to cover anticipated expenditures.

Delete Three Positions (07-5082, 07-5534 and 07-5635)												
	PosAdj	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	-3	0	0

Delete the following vacant positions that are no longer needed:

- Full-time Analyst/Programmer I (07-5082), range 14, located in Juneau
- Full-time Analyst/Programmer I (07-5534), range 14, located in Juneau
- Full-time Data Processing Mgr II (07-5635), range 23, located in Juneau

Change Record Detail - Multiple Scenarios with Descriptions
Department of Labor and Workforce Development

Component: Data Processing (334)

RDU: Commissioner and Administrative Services (109)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
Subtotal		5,570.5	2,424.4	10.0	2,984.0	127.1	25.0	0.0	0.0	16	0	0
***** Changes From FY2019 Management Plan To FY2020 Governor *****												
Reverse Supervisory Unit Furlough Contract Terms												
SalAdj		4.0	4.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1002 Fed Rcpts		2.6										
1007 I/A Rcpts		1.4										
Reversal of Alaska Public Employees Association, supervisory unit, 15 hours of furlough required for each permanent full-time employee in each year from July 1, 2016 to June 30, 2018.												
FY2020 Salary Adjustments - GGU, CEA, TEAME												
SalAdj		58.6	58.6	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1002 Fed Rcpts		53.2										
1007 I/A Rcpts		5.4										
FY2020 Salary Adjustments - GGU, CEA, TEAME: \$58.6												
FY2020 GGU HI from \$1432 to \$1530: \$13.5												
FY2020 GGU 3% COLA: \$45.1												
Reverse Alaska State Employees Association (GGU) 15 Hour Furlough												
SalAdj		8.0	8.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1002 Fed Rcpts		5.2										
1004 Gen Fund		0.9										
1007 I/A Rcpts		1.9										
The Alaska State Employees Association (representing the general government unit) contractually required 15 hours of furlough for each permanent full-time employee in each year from July 1, 2016, to June 30, 2019. The furlough requirement was removed from the contract in FY2020.												
Totals		5,641.1	2,495.0	10.0	2,984.0	127.1	25.0	0.0	0.0	16	0	0

Personal Services Expenditure Detail
Department of Labor and Workforce Development

Scenario: FY2020 Governor (15610)
Component: Data Processing (334)
RDU: Commissioner and Administrative Services (109)

PCN	Job Class Title	Time Status	Retire Code	Barg Unit	Location	Salary Sched	Range / Step	Comp Months	Split / Count	Annual Salaries	COLA	Premium Pay	Annual Benefits	Total Costs	UGF Amount
05-2099	Micro/Network Spec I	FT	A	GP	Anchorage	200	18J / K	12.0		75,369	3,038	0	44,402	122,809	0
07-1109	Systems Programmer III	FT	A	GP	Juneau	205	23L	12.0		115,020	4,637	0	58,034	177,691	0
07-1220	Systems Programmer III	FT	A	GP	Juneau	205	23K / L	12.0		114,870	4,631	0	57,983	177,484	0
07-1228	Analyst/Programmer IV	FT	A	GG	Juneau	205	20L	12.0		93,516	3,770	0	50,641	147,927	0
07-1733	Systems Programmer II	FT	A	SS	Anchorage	99	22O / P	12.0		122,074	0	0	60,799	182,873	0
07-1734	Analyst/Programmer V	FT	A	GP	Juneau	205	22A / B	12.0		79,937	3,223	0	45,973	129,133	0
07-5036	Systems Programmer II	FT	A	GP	Juneau	205	22D / E	12.0		88,204	3,556	0	48,815	140,575	0
07-5267	Systems Programmer II	FT	A	GP	Juneau	205	22K / L	12.0		104,835	4,226	0	54,533	163,594	0
07-5356	Data Processing Mgr II	FT	A	SS	Juneau	99	23K / L	12.0		129,045	0	0	63,196	192,241	0
07-5408	Systems Programmer III	FT	A	GP	Juneau	205	23A / B	12.0		86,097	3,471	0	48,090	137,658	0
07-5499	Systems Programmer III	FT	A	SS	Juneau	99	23R	12.0		163,654	0	0	73,209	236,863	0
07-5533	Systems Programmer III	FT	A	GP	Juneau	205	23A / B	12.0		85,716	3,456	0	47,959	137,131	0
07-5535	Analyst/Programmer V	FT	A	GP	Juneau	205	22A / B	12.0		80,058	3,227	0	46,014	129,299	0
07-5551	Analyst/Programmer V	FT	A	SS	Juneau	99	22N / O	12.0		124,221	0	0	61,537	185,758	0
07-5568	Systems Programmer I	FT	A	GP	Juneau	205	20K	12.0		90,564	3,651	0	49,626	143,841	0
07-5842	Systems Programmer II	FT	A	GP	Juneau	99	22L / M	12.0		107,373	4,329	0	55,405	167,107	0

				Total Salary Costs:	1,660,553
				Total COLA:	45,215
				Total Premium Pay:	0
				Total Benefits:	866,216
				Total Pre-Vacancy:	2,571,984
				Minus Vacancy Adjustment of 2.99%:	(76,984)
				Total Post-Vacancy:	2,495,000
				Plus Lump Sum Premium Pay:	0
				Personal Services Line 100:	2,495,000

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1002 Federal Receipts	2,333,539	2,263,692	90.73%
1007 Interagency Receipts	238,445	231,308	9.27%
Total PCN Funding:	2,571,984	2,495,000	100.00%

Note: If a position is split, an asterisk (*) will appear in the Split/Count column. If the split position is also counted in the component, two asterisks (**) will appear in this column. [No valid job title] appearing in the Job Class Title indicates that the PCN has an invalid class code or invalid range for the class code effective date of this scenario.

Line Item Detail (1676)
Department of Labor and Workforce Development
Travel

Component: Data Processing (334)

Line Number	Line Name		FY2018 Actuals	FY2019 Management Plan
2000	Travel		6.4	10.0
Object Class	Servicing Agency	Explanation	FY2018 Actuals	FY2019 Management Plan
2000 Travel Detail Totals			6.4	10.0
2000	In-State Employee Travel	Staff travel to support the department's mission	4.2	6.0
2002	Out of State Employee Travel	Staff travel out of state to national organization meetings and training	2.2	4.0

Line Item Detail (1676)
Department of Labor and Workforce Development
Services

Component: Data Processing (334)

Line Number	Line Name		FY2018 Actuals	FY2019 Management Plan
3000	Services		2,073.0	2,984.0
Object Class	Servicing Agency	Explanation	FY2018 Actuals	FY2019 Management Plan
3000 Services Detail Totals			2,073.0	2,984.0
3000	Education Services	Membership, training, and conference fees	0.5	1.0
3001	Financial Services	Consulting services	11.3	12.0
3003	Information Technology	Software maintenance and IT training/consulting	682.7	690.0
3004	Telecommunications	Cable, long distance, cell phone, and data network service charges	615.1	625.0
3006	Delivery Services	Delivery services	0.3	1.0
3009	Structure/Infrastructure/Land	Other repairs or maintenance not associated with information technology or office equipment and not part of acquisition or betterment costs of a capital asset	0.3	1.0
3010	Equipment/Machinery	Maintenance and repair of office equipment	4.3	5.0
3011	Other Services	Professional services expenses such as contractual programming services, and program management or consulting services	1.0	1.0
3012	Inter-Agency Federal Indirect Rate Allocation	Labor - Management Services (335) Indirect cost allocation for departmental purchasing, accounting, reports, personnel consultation and other services provided by Management Services (I/A transfer to Management Services)	47.9	50.0
3013	Inter-Agency Data Processing	Labor - Data Processing (334) Allocation for Data Processing	29.7	30.0

Line Item Detail (1676)
Department of Labor and Workforce Development
Services

Component: Data Processing (334)

Object Class	Servicing Agency	Explanation	FY2018 Actuals	FY2019 Management Plan
3000 Services Detail Totals			2,073.0	2,984.0
Operations Allocation		network and supportive services (I/A transfer to Data Processing)		
3017 Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide	Computer Services Enterprise Productivity Rates (EPR) chargeback (I/A transfer to DOA)	111.4	111.4
3018 Inter-Agency Information Technology Telecommunications	Admin - Department-wide	Telecommunications Enterprise Productivity Rates (EPR) and Private Branch Exchange (PBX) chargeback (I/A transfer to DOA)	39.5	39.5
3021 Inter-Agency Mail	Admin - Department-wide	Centralized mail services chargeback (I/A transfer to DOA)	1.2	3.0
3022 Inter-Agency Human Resources	Admin - Department-wide	Human resource services chargeback (I/A transfer to DOA)	18.2	20.0
3023 Inter-Agency Building Leases	Admin - Department-wide	Building leases chargeback (I/A transfer to DOA)	99.1	100.0
3025 Inter-Agency Auditing	Admin - Department-wide	Auditing services chargeback (I/A transfer to DOA)	0.5	2.4
3026 Inter-Agency Insurance	Admin - Department-wide	Risk management services chargeback (I/A transfer to DOA)	1.7	3.0
3027 Inter-Agency Financial	Admin - Department-wide	State payroll and accounting system chargeback (I/A transfer to DOA)	4.1	6.5
3028 Inter-Agency Americans with Disabilities Act Compliance	Admin - Department-wide	Americans with Disabilities Act chargeback (I/A transfer to DOA)	0.1	0.1
3038 Inter-Agency Management/Consulting	Admin - Department-wide	Reimbursable services agreement with Department of Administration, Office of Information Technology for centralization of information technology (I/A transfer to OIT)	404.1	1,282.1

Line Item Detail (1676)
Department of Labor and Workforce Development
Commodities

Component: Data Processing (334)

Line Number	Line Name		FY2018 Actuals	FY2019 Management Plan
4000	Commodities		39.9	127.1
Object Class	Servicing Agency	Explanation	FY2018 Actuals	FY2019 Management Plan
4000 Commodities Detail Totals			39.9	127.1
4000	Business	General business supplies such as office consumables and computer equipment	33.0	127.1
4022	Commodity Transfer		6.9	0.0

Line Item Detail (1676)
Department of Labor and Workforce Development
Capital Outlay

Component: Data Processing (334)

Line Number	Line Name		FY2018 Actuals	FY2019 Management Plan
5000	Capital Outlay		22.3	25.0
Object Class	Servicing Agency	Explanation	FY2018 Actuals	FY2019 Management Plan
5000 Capital Outlay Detail Totals			22.3	25.0
5004	Equipment	Network equipment, printers, and peripheral equipment	22.3	25.0

Revenue Detail (1681)
Department of Labor and Workforce Development

Component: Data Processing (334)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2018 Actuals	FY2019 Management Plan
5002 Fed Rcpts (1002 Fed Rcpts)			3,052.1	3,507.0
5007 Federal Health and Human Services - Miscellaneous Grants		Costs associated with Division of Employment and Training Services computer operations and programming which are direct billed to federal grants	3,052.1	3,507.0
5007 I/A Rcpts (1007 I/A Rcpts)			1,650.9	1,896.5
5301 Inter-Agency Receipts		Reimbursable services agreement with multiple components as a data processing allocation based on the departmental Indirect Cost Allocation Plan. Activities include: desktop support, management, and programming	1,151.3	1,151.3
5301 Inter-Agency Receipts	Labor - Client Services (1828)	Reimbursable services agreement with Client Services to provide program specific system support including the SARA program	17.5	17.5
5301 Inter-Agency Receipts	Labor - Disability Determination (206)	Reimbursable services agreement with Disability Determination for direct data processing support provided by PCN 05-2099	119.3	123.0
5301 Inter-Agency Receipts	Labor - Fishermen's Fund (343)	Reimbursable services agreement with Fishermen's Fund for data processing support for the electronic data interchange information handling system	38.4	163.6
5301 Inter-Agency Receipts	Labor - Labor Market Information (336)	Reimbursable services agreement with Labor Market Information for occupational database program support	5.9	22.7
5301 Inter-Agency Receipts	Labor - Mechanical Inspection (346)	Reimbursable services agreement with Mechanical Inspection for Certificate of Fitness system support	4.2	5.5

Revenue Detail (1681)
Department of Labor and Workforce Development

Component: Data Processing (334)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2018 Actuals	FY2019 Management Plan
5301 Inter-Agency Receipts	Labor - Unemployment Insurance (2276)	Reimbursable services agreement with Unemployment Insurance for costs associated with the Secure Access Management system	45.5	45.5
5301 Inter-Agency Receipts	Labor - Wage and Hour Administration (345)	Reimbursable services agreement with Wage and Hour Administration to update and provide support for the Certified Payroll system	18.5	18.5
5301 Inter-Agency Receipts	Labor - Workers' Compensation (344)	Reimbursable services agreement with Workers' Compensation for system maintenance and enhancements	157.5	246.8
5301 Inter-Agency Receipts	Labor - Workforce Development (3117)	Reimbursable services agreement with Workforce Development for grant and case management systems support	36.7	36.7
5301 Inter-Agency Receipts	Labor - Unemployment Insurance (2276)	Reimbursable services agreement with Unemployment Insurance for costs associated with tax collection efforts	50.7	60.0
5301 Inter-Agency Receipts	Labor - Workforce Development (3117)	Reimbursable services agreement with Workforce Development for Trade Adjustment Assistance database support	5.0	5.0
5301 Inter-Agency Receipts	Labor - Workforce Development (3117)	Reimbursable services agreement with Workforce Development for Adult Basic Education database maintenance	0.4	0.4

Inter-Agency Services (1682)
Department of Labor and Workforce Development

Component: Data Processing (334)

				FY2018 Actuals	FY2019 Management Plan
Component Totals				757.5	1,648.0
With Department of Labor and Workforce Development				77.6	80.0
With Department of Administration				679.9	1,568.0
Object Class	Servicing Agency	Explanation	FY2018 Actuals	FY2019 Management Plan	
3012	Inter-Agency Federal Indirect Rate Allocation	Labor - Management Services (335) Indirect cost allocation for departmental purchasing, accounting, reports, personnel consultation and other services provided by Management Services (I/A transfer to Management Services)	47.9	50.0	
3013	Inter-Agency Data Processing Operations Allocation	Labor - Data Processing (334) Allocation for Data Processing network and supportive services (I/A transfer to Data Processing)	29.7	30.0	
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide Computer Services Enterprise Productivity Rates (EPR) chargeback (I/A transfer to DOA)	111.4	111.4	
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide Telecommunications Enterprise Productivity Rates (EPR) and Private Branch Exchange (PBX) chargeback (I/A transfer to DOA)	39.5	39.5	
3021	Inter-Agency Mail	Admin - Department-wide Centralized mail services chargeback (I/A transfer to DOA)	1.2	3.0	
3022	Inter-Agency Human Resources	Admin - Department-wide Human resource services chargeback (I/A transfer to DOA)	18.2	20.0	
3023	Inter-Agency Building Leases	Admin - Department-wide Building leases chargeback (I/A transfer to DOA)	99.1	100.0	
3025	Inter-Agency Auditing	Admin - Department-wide Auditing services chargeback (I/A transfer to DOA)	0.5	2.4	
3026	Inter-Agency Insurance	Admin - Department-wide Risk management services chargeback (I/A transfer to DOA)	1.7	3.0	

Inter-Agency Services (1682)
Department of Labor and Workforce Development

Component: Data Processing (334)

Object Class	Servicing Agency	Explanation	FY2018 Actuals	FY2019 Management Plan
3027 Inter-Agency Financial	Admin - Department-wide	State payroll and accounting system chargeback (I/A transfer to DOA)	4.1	6.5
3028 Inter-Agency Americans with Disabilities Act Compliance	Admin - Department-wide	Americans with Disabilities Act chargeback (I/A transfer to DOA)	0.1	0.1
3038 Inter-Agency Management/Consulting	Admin - Department-wide	Reimbursable services agreement with Department of Administration, Office of Information Technology for centralization of information technology (I/A transfer to OIT)	404.1	1,282.1