

Pinellas County

315 Court Street
Clearwater, Florida 33756



Minutes - Final

Thursday, May 17, 2018

9:30 A.M.

BCC Assembly Room

Board of County Commissioners **Budget Information Session**

Kenneth T. Welch, Chairman
Karen Williams Seel, Vice-Chairman
Dave Eggers
Pat Gerard
Charlie Justice
Janet C. Long
John Morroni

ROLL CALL - 9:34 A.M.

Present: Chairman Kenneth T. Welch, Vice-Chairman Karen Williams Seel, Dave Eggers, Pat Gerard, and Janet C. Long.

Absent: Charlie Justice and John Morroni.

Others Present: Jewel White, County Attorney; Mark S. Woodard, County Administrator; and Michael Schmidt, Board Reporter, Deputy Clerk.

Budget summary documents pertaining to each presentation and copies of all PowerPoint presentations have been made a part of the record.

1. Clerk of the Circuit Court and Comptroller - Ken Burke

Referring to a PowerPoint presentation, Clerk of the Circuit Court and Comptroller Ken Burke discussed his office's role as comptroller, auditor, and clerk for the Board of County Commissioners. He presented his budget request in the amount of \$14,088,280, indicating that it exceeds the target amount; whereupon, he expressed his concerns regarding the methodology used to charge the County when employees opt out of health insurance and related that County Administrator Mark Woodard and he would be working together to form a solution.

Chief Deputy Director of Finance Claretha Harris discussed the need for additional qualified financial staff, noting that a Human Resources staffing trend analysis report presented to the Board last year indicated that the Finance Division was understaffed; whereupon, Mr. Burke related that the comprehensive report showed that 24 positions were needed; that six positions were requested last year; and that only three were funded.

Ms. Harris reported that a major issue in the Finance Division is workload management and distribution, noting that implementing best practices, process improvements, and value-added partner initiatives would help them operate more efficiently; whereupon, Mr. Burke highlighted the benefits of the e-payables program, relating that significant rebates have been received through Bank of America; and that expansion of the program could potentially cover the cost of the additional staff positions requested in the budget.

Ms. Harris related that the workload issue presents challenges with staff retention; that the issue is prohibitive to career development; and that there is concern regarding succession planning for managerial positions, as all five managers will be retiring in the next four years.

Responding to queries by Commissioner Eggers and Chairman Welch, Ms. Harris related that the Finance Division is requesting funding for two Finance Operations Technicians and one Finance Operations Clerk; that overtime is being paid to staff and managers are forced to absorb extra work; and that she has not calculated the turnover rate, but can provide it for

the Board; whereupon, Chairman Welch indicated that he would like a county-wide view of vacancy rates.

In response to query by Commissioner Seel, Ms. Harris indicated that only one position has been added to the Accounts Payable Department since 2011; whereupon, she discussed the contractual and statutory responsibilities that the three requested positions will perform.

Chief Information Officer Deborah Mells presented a request for two Information Technology (IT) Analysts and one IT Developer, relating that the positions are needed for quality assurance, legislative changes, and state reporting and compliance purposes in connection with the consolidated case management system, and discussion ensued pertaining to unfunded legislative mandates to require reports related to court system data.

Assistant Inspector General Ava Sadowska presented a request for an Inspector General 1 position and one for consulting services; whereupon, Mr. Burke provided examples and details of the consulting services request, noting that 2009 was the last time an outside consultant was used and discussed the return on investment from that occurrence.

Responding to queries by the members regarding whether the Clerk's Office could audit CareerSource Pinellas, Mr. Burke indicated that because CareerSource Pinellas is not a department under the Board of County Commissioners, the Clerk's Office would require an invitation to perform an audit; whereupon, Attorney White related that federal and state regulations make the County liable for CareerSource Pinellas' expenditures, and Mr. Burke agreed to follow up on the discussion.

In response to queries by Chairman Welch and Commissioner Eggers, Mr. Burke, with input by Ms. Sadowska and Mr. Woodard, reiterated the positions requested and discussed the various budgets that operate the Clerk's Office, emphasizing his concern for meeting the statutory requirements related to Other Post-Employment Benefits and health insurance.

2. Article V and Court Support - Jim Abernathy

Referring to a document titled Article V and Court Support, Mr. Woodard indicated that Article V, Revision 7 of the Florida Constitution requires the County to pay for certain court-related costs such as facilities, technology, and communications; that fees and revenues that the court receives help offset those costs; and that the amount received is not enough to cover the expenditures; whereupon, Chairman Welch complemented the layout and infographics of the charts in the document.

3. Judiciary - Chief Judge Anthony Rondolino

Referring to a PowerPoint presentation, Chief Judge Anthony Rondolino, Sixth Judicial Circuit, related that the overall budget request for Judiciary is \$4.6 million; that the number is below the target which was requested; that the 3.6-percent increase is due to programmatic

changes that will be funded through the Juvenile Welfare Board; and that the decision package request is for one full-time equivalent specialist position in the truancy teen court that had previously been funded through a grant program.

Responding to query by Commissioner Seel, Jim Abernathy, Office of Management and Budget, related that the Judiciary request is approximately \$12,000 below the target.

4. Public Defender - Bob Dillinger

Referring to a PowerPoint presentation, Public Defender Bob Dillinger indicated that he is decreasing the funding for the Crossover pilot program to reflect the delay in filling the Crossover Case Manager positions; that the program helps children who have a delinquent act who are in foster care or who have been abandoned, abused, or neglected; and that hiring the right type of case manager is more important than high turnover from hiring the wrong type.

Mr. Dillinger indicated the need for new computer monitors, and discussed the \$35,000 increase for the Jail Diversion program; whereupon, he provided background information on the Ready for Life program and related that the \$214,000 decision package is for a full-time Therapist and two Case Managers.

Mr. Dillinger provided statistical information regarding Florida's ranking as it relates to funding for mental health, foster care, and substance abuse treatment; whereupon, he indicated that Pinellas County is number one in the state for suicide rates; and that it is important to address trauma in foster children.

Responding to comments by Commissioners Gerard and Seel, Mr. Dillinger related that he had been in touch with Community Action Stops Abuse regarding the housing located at 555 10th Street North, and discussion ensued regarding the current status of the property, lease restrictions, and the proposed rent.

5. State Attorney - Bernie McCabe

State Attorney Bernie McCabe provided a brief history of Article V, noting that the documentary recording fees collected by the State Attorney's Office do not cover all of the expenditures; that the four-percent increase in the budget is to update the business management system; and that the existing system, DataFlex, is no longer supported. He indicated that the State Attorney's Office reimburses the County over \$60,000 for housing the Child Welfare Legal Services Division; and that the County's Consumer Fraud Division also uses his office.

Referring to a discussion earlier in the meeting, Mr. McCabe complimented the Inspector General's Office on the Construction Licensing Board investigation and concurred that the Clerk's Office would require an invitation to audit CareerSource Pinellas.

6. Supervisor of Elections - Julie Marcus

Deputy Supervisor of Elections Julie Marcus introduced Supervisor of Elections Communications Director Dustin Chase and Information Technology Administrator Marc Gillette and provided background information on the preparations for the upcoming 2018 gubernatorial general election and other midterm elections; whereupon, she highlighted the advantages of voting by mail.

Ms. Marcus presented the proposed budget for Fiscal Year 2019 in the amount of \$6,689,000, noting that the amount is less than the target provided by the Office of Management and Budget; and that there is a nonrecurring expenditure item of \$1.1 million to replace the Pitney Bowes Relia-Vote Mail Balloting System, and discussion ensued.

Responding to queries by Chairman Welch and Commissioner Seel, Attorney White agreed that the mailing system might meet the requirements for funding through Penny for Pinellas; whereupon, Ms. Marcus related that components of the current system, purchased in 2006, are at end of life and cannot be replaced.

Ms. Marcus provided an update of the recent legislative session and the two bills that were signed into law which allowed Florida to enter into the Electronic Registration Information Center, a consortium of 24 states that use a sophisticated data matching tool to improve the accuracy of voter registration databases.

At Commissioner Long's request, Ms. Marcus provided background on election cybersecurity and the differences between the voter registration and voter tabulation systems; whereupon, Commissioner Long requested that the information provided be shared with Senator Marco Rubio.

Responding to comments by Commissioner Eggers, Ms. Marcus provided additional clarification on the importance of both the tabulation and voter registration systems.

7. Property Appraiser - Mike Twitty

Referring to a PowerPoint presentation, Property Appraiser Mike Twitty presented his Fiscal Year 2019 proposed budget in the amount of \$13,595,978. He related that Personnel Services is 92 percent of the budget; that operating expenses fluctuate between \$1.1 million to \$1.2 million; and that the budget is under target.

Mr. Twitty discussed staffing of the Property Appraiser's Office, efforts to use technology to maximize efficiencies and reduce future staffing needs, and the challenge of the rising real estate market.

Responding to query by Chairman Welch, Mr. Twitty clarified that the acronym CAMA references the Computer Assisted Mass Appraisal software system; and that it is a customized system with a ten-year life expectancy.

Mr. Twitty discussed recruitment, outreach programs, and efforts to educate staff. He related that citizen feedback indicates confusion regarding the homestead exemption, and provided background information and statistics related to taxable property values in Pinellas County.

Discussion ensued, and Mr. Twitty explained the process and purpose of the tax estimator located on the Property Appraiser's website, indicating that both citizens and the realtor community have responded favorably to the tool; that other counties are utilizing the estimator for their citizens; and that the office continues to work on additional analytical tools.

8. Sheriff's Office - Bob Gualtieri

Pinellas County Sheriff Bob Gualtieri related that the cities of St. Petersburg and Largo have decided to implement the Guardian Program for elementary schools; that the Clearwater City Council will be making a decision tonight; and that he appreciates the Board's input and direction.

Sheriff Gualtieri presented the proposed budget with a request of \$296.7 million, noting that the amount of projected non-General Fund revenue is \$33.8 million, bringing the net General Fund request to \$262.9 million.

Sheriff Gualtieri discussed the decision package request for the replacement of 145 cars. He highlighted the financial advantages and disadvantages of paying cash, financing, and leasing, and provided information regarding the life expectancy of the vehicles; whereupon, in response to query by Commissioner Eggers, Sheriff Gualtieri clarified that the vehicles are financed over the course of four years.

Sheriff Gualtieri discussed Senate Bill 7026, known as the Marjory Stoneman Douglas High School Public Safety Act, which allows a law enforcement officer to ask a court to enter a risk protection order against someone and seize that person's guns. He related that having the ability to seize firearms upon a court's order is integral when working with Baker Act individuals and persons who have threatened those around them. He indicated that one of the decision package requests is to fund a countywide dedicated Risk Protection Order Unit that includes a lawyer, a paralegal, and five deputies; whereupon, he stated that the unit has already been established; that the Sheriff's Office absorbed costs for Fiscal Year 2018; and that the Fiscal Year 2019 request is in the amount of \$726,000, and discussion ensued.

Responding to queries by the members, Sheriff Gualtieri discussed the process for obtaining temporary and permanent restraining orders, legal parameters related to gun seizure, and training conducted for 1,400 law enforcement personnel throughout the county and individual municipalities.

Following discussion, Sheriff Gualtieri provided information regarding the request for a Federal Aviation Administration-mandated engine overhaul on three helicopters, and responding to query by Chairman Welch, Mr. Woodard stated that he would review the Penny for Pinellas guidelines to determine if the engine overhaul would qualify for funding.

In response to query by Commissioner Eggers, Sheriff Gualtieri reiterated that the total General Fund request is \$262.9 million; whereupon, he clarified that there is separate funding for programs outside of the General Fund.

The meeting recessed at 11:58 A.M. and reconvened at 1:01 P.M. with Chairman Welch and Commissioners Eggers, Gerard, and Long in attendance.

9. Business Technology Services - Jeff Rohrs

Business Technology Services (BTS) Chief Information Officer Jeff Rohrs introduced Director of Application Services Belinda Huggins, Director of Infrastructure Scott Davis, Finance and Service Manager Greg Carro, Cyber Security Manager Scott Butler, and Project Governance Manager Lynda Morrill, and discussed the following topics:

- Vision and values of BTS
- Organizational chart
- Strategic goals, including the importance of recruiting, retaining, and developing staff
- Strategic plan recently approved by the BTS Board
- Core pillars of the BTS mission: Enterprise Geographical Information System (EGIS), the Oracle e-business platform (OPUS), justice case management systems (CJIS), and open data and integrations
- BTS infrastructure, including \$17 million in capital assets and an increase in Enterprise storage
- Cybersecurity

Responding to queries by the members, Mr. Rohrs stated that a cybersecurity request to hire a third party to do a security risk assessment is included in the base budget; and that a significant function of BTS is to maintain more than 164 applications outside of the core pillar systems; whereupon, he provided a summary of the consumption and utilization of BTS services.

Mr. Rohrs acknowledged the contributions of the Office of Management and Budget in preparing the budget proposal. He related that BTS has 146 full-time employees; that the BTS base budget request is \$33,143,500; that it meets the target provided; and that the total funding request, including projects and the Capital Improvement Plan, is \$37,956,190; whereupon, he discussed the historical trends of the base and total budgets for BTS and presented the department's decision packages for Fiscal Year 2019.

Responding to query by Commissioner Eggers, Mr. Rohrs discussed the role BTS assumes regarding agency and stakeholder IT projects.

In response to query by Chairman Welch, Office of Management and Budget Director Bill Berger discussed the process of identifying potential funding strategies and the various options available for lapse funding.

10. Initial Review of Decision Packages and Funding Strategies

Mr. Woodard provided the working definition of a decision package for the viewing public and referenced the items in the agenda packet. He noted that the initial decision package review summary is organizationally sequenced; that all information needed is provided in the report; and that he is available until June 14 to answer any questions regarding the decision packages.

Mr. Woodard related that next steps include a consolidated recommendation and funding strategies to be presented at the June 14 BCC meeting.

Commissioner Eggers provided input regarding the reclaimed water system in North County and Penny for Pinellas funding for neighborhood roads; whereupon, Mr. Woodard clarified the process of funding requests that fall outside of the General Fund.

ADJOURNMENT - 1:37 P.M.