Presentation Overview

- What is an ISF/GSS Department?
- BOS Policies B-4 and B-28
- What is the EO’s Role in the Rate Review?
- Review Timeline - FY 12/13 Rates
- The Rate Review Committee
- Economic Impacts to Internal Services FY 12/13
What is an ISF/GSS Department?

- **Internal Service Fund (ISF) department** - provides services or products to other county departments or agencies and accounts for service-related revenues and expenditures in self-sustaining, proprietary funds.

- **General Support Service (GSS) department** - provides services or products to other county departments and accounts for service-related revenues and expenditures in non-proprietary funds.

Board of Supervisors’ Policies B-4 & B-28

- **Policy B-4**: Outlines general Board of Supervisors’ policies regarding any rates set by any county department.

- **Policy B-28**: Supplements Policy B-4. Defines the Board of Supervisors’ policy regarding charges for internal services provided to county departments and districts, and provides a uniform approach to calculating rates.
What is the EO’s Role in the Review?

- Evaluate proposed operating budget for consistency with current budget policies.
  - Current economic conditions
  - Multi-year budget plan
  - Annual productivity report
- Identify planned expansion of operations and evaluate the appropriateness under current economic conditions.
  - Planned staffing increases, new expenditures, or capital expansion as justification for increasing rates may not be reasonable.
- Approve Form 11 for submittal to Board.

Review Timeline – FY 2012/13 Rates

- Rates due today – November 14th
- EO and ACO Review should be complete by early January.
- RRC will meet to discuss in early January.
- Rates will go to Board of Supervisors for approval no later than January 31st
  - In time for budget kick-off
Rate Review Committee (RRC)

- Advisory committee for internal service rate policies.
  - Includes department head or designee from DPSS, Assessor, DA, Treasurer, Sheriff, TLMA, Auditor-Controller’s Office, and Executive Office.
  - Also includes representative from ISF/GSS department
  - The Executive Office representative serve as chairperson
- Established by Board Policy B-28
- RRC meets at least once annually

Economic Impacts -FY 12/13

- ISF/GSS departments were mandated to reduce overall budget by up to 28%
  - Unlike NCC departments, reduction was based on FY 10/11 actuals instead of FY 11/12 budget
  - Will result in a reduction in costs for internal services.
    - Rates for liability insurance rates will likely increase due to “rate holidays.”
  - Will result in a reduction of services for many departments.
    - ISF/GSS department should have already communicated the impacts.
QUESTIONS?