MIAMI-DADE COUNTY
FINAL OFFICIAL MINUTES
Economic Development and Human Services Committee (EDHSC)

Board of County Commissioners
Stephen P. Clark Government Center
Commission Chambers
111 N.W. First Street
Miami, Florida 33128

August 31, 2007
As Advertised

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Stephen P. Clark
Government Center
111 N.W. 1st Street
Miami, FL 33128

FINAL OFFICIAL

Meeting Minutes

Economic Development and Human Services Committee

Audrey M. Edmonson (3) Chair; Katy Sorenson (8) Vice Chair; Commissioners Barbara J. Jordan (1), Dennis C. Moss (9), and Javier D. Souto (10)

SUNSHINE MEETING

Friday, August 31, 2007 | **9:00 AM** | **COMMISSION CHAMBERS**

Members Present: Audrey M. Edmonson, Barbara J. Jordan, Dennis C. Moss.

Members Absent: Katy Sorenson, Javier D. Souto.

Members Late: None.

Members Excused: None.

Members Absent County Business: None.

1A INVOCATION

1B PLEDGE OF ALLEGIANCE

Report: *The Committee convened in a moment of silence, followed by the Pledge of Allegiance.*

1C ROLL CALL

Report: *The following staff members were present: Senior Advisor to the County Manager Cynthia Curry, Assistant County Attorneys Cynthia Johnson-Stacks and Shannon Summerset; and Deputy Clerk Jovel Shaw.*

1D DISCUSSION ITEM(S)

1D1

072595 **Discussion Item**

AUGUST 22, 2007 MEMO RE: BUDGET PRIORITIES ***Presented***

Report: *Chairwoman Edmonson called the meeting to order at 9:52 a.m. and welcomed her colleagues. She noted the Committee has met on twice during August 2007, to develop the Committee's fiscal year (FY) 2007-08 budget priorities in response to the County Mayor's proposed budget. Chairwoman Edmonson noted the Committee's budget priorities were submitted to Board of County Commissioner (BCC) Chairman Bruno Barreiro and the full BCC. She stated today (8/31) the Committee would work with the Office of Strategic Business Management (OSBM) Director Jennifer Glazer-Moon to identify funding sources for these priorities.*

Ms. Glazer-Moon informed the Committee a County Service Reserve fund was created in the proposed budget to address service issues from the impact of certain reductions that the County Administration had not contemplated or to address any re-prioritization by the BCC of the recommended changes. She pointed out the County Service Reserve in the proposed budget was approximately $11 million. Ms. Glazer-Moon noted she was working closely with Office of Community and Economic Development (OCED) Director Jose Cintron to address the potential use a portion of Community Development Block Grant (CDBG) funds for eligible economic development activities. Therefore, staff was preparing recommendations for the BCC to use that source of funding to restore some of the programs recommended for a reduction.

Responding to Chairwoman Edmonson's comments regarding the approximate amount of the CDBG funds, Ms. Glazer-Moon noted she was not sure of the annual estimate for CDBG funds, but indicated that she would provide that amount to Chairwoman Edmonson. She pointed out a review was done on how much of those funds would be used for County services and other departments, and how much would be allocated to community-based organizations (CBOs).

Responding to Chairwoman Edmonson's inquiry regarding the funding sources that would be presented to BCC, Ms. Glazer-Moon stated that the County Service Reserve was the

recommendation and the funding identified to be set-aside for the BCC. She noted BCC committees were contemplating other potential expenditure reductions in order to redirect funds to other programs. Ms. Glazer-Moon stated staff was working with the full BCC on developing priorities of certain activities in the proposed budget, which the BCC chose to redirect for other activities.

Mr. Charles Anderson, Commission Auditor, Office of Commission Auditor, concurred with Ms. Glazer-Moon's comments regarding all reserves countywide in the approximate amount of $11 million. He noted some restrictions existed on those funds. In addition, he referred to the approximately $58 million of savings for self-insurance mentioned by Commissioner Moss. Mr. Anderson noted discussion held regarding whether to review non-bargaining unit agreement employees in terms of the cost-of-living adjustment (COLA) and for three months of the next fiscal year the estimated savings was approximately $2.7 million, if non-bargaining employees did not get the COLA.

Following Mr. Anderson's comments, Ms. Glazer-Moon stated, for the record, the reserves contained no General Fund reserves. She noted the General Fund Reserves were delineated in the proposed budget and a memorandum regarding the General Fund Reserve was coming forth today. Ms. Glazer-Moon stated this memorandum would describe each of the reserve categories in the General Fund eligible to be used by the Committee for its budget priorities. She noted proprietary funds were restricted in their use for particular activities and could not be used to fund the COLA for non-bargaining unit employees; and that the General Fund must fund these activities under this Committee's jurisdiction. Ms. Glazer-Moon noted 50% of County employees were in proprietary departments and the other half were in tax-support departments.

Responding to Commissioner Jordan's comments regarding the self-insurance savings for employees, Ms. Glazer-Moon noted staff estimated the cost savings associated with the conversion to self-insured was approximately $16 million. She stated the departmental budgets in the proposed budget have already been established and did not allocate the County's contribution per employee. She reiterated the savings was not readily available for reprogramming into the County overall proposed budget. Ms. Glazer-Moon noted

Mr. Anderson referred to the savings in the approximate amount of $52 million applied to the employee premiums, which was consistent with the recommendation presented to the Board in July.

A discussion ensued between Commissioner Jordan and Ms. Glazer-Moon regarding the non-bargaining versus bargaining employees' COLAs and not treating one segment different than the other; and stressing the importance of keeping it consistent for both groups.

Commissioner Moss expressed his concern with making difficult decisions during this budget process due to the recent legislative changes regarding property tax reform. He noted his support of reviewing County healthcare insurance, COLAs, merit increases and longevity bonuses.

Responding to Chairwoman Edmonson's comments regarding the use of $49 million for Capital Outlay Reserve outlined in the proposed budget, Ms. Glazer-Moon provided an overview of the use of those funds for capital improvements projects for tax-supported departments; and the Capital Outlay Reserve was the funding mechanism to support those departments' capital needs. She noted it also included the budget for the debt service payments that came from the General Fund. Ms. Glazer-Moon noted the Capital Outlay Reserve was appropriated and the Board of County Commissioners (BCC) could decide that certain recommended projects may become a lesser priority.

A discussion ensued between Commissioner Moss and Ms. Glazer-Moon regarding the expenditures for the capital projects that were expected to be completed based on the priority determined by the BCC and debt service payments.

Chairwoman Edmonson noted she would meet with Ms. Glazer-Moon to discuss some of the capital improvement projects listed.

Responding to Commissioner Jordan's comments regarding MMAP remaining as an independent entity with its current level of funding, Ms. Glazer-Moon noted the recommendation for a reduction in the General Fund support for MMAP. She stated the current level of funding was approximately $998,000, and MMAP has requested a revised budget for a total of $774,000. Ms. Glazer-Moon noted the inclusion of a further reduction of approximately $300,000, for MMAP

due to the transfer of its functions to other County departments. Therefore, for MMAP to maintain the requested $774,000, funding level would require an additional $300,000.

A discussion ensued between Commissioner Jordan and Ms. Glazer-Moon regarding the Office of Community Action Agency (CAA) remaining a separate department with its current level of funding and the proposed approximate $1 million savings for the proposed consolidation of CAA and the Department of Human Services (DHS).

Ms. Glazer-Moon informed the Committee of efficiencies that were not associated with the consolidation of CAA and DHS along with other reductions made because matching funds for certain grants were no longer needed.

Further discussion ensued between Commissioner Jordan and Ms. Glazer-Moon regarding the savings from the merger and the change in the delivery of County services for DHS and CAA.

Following Commissioner Jordan's comments regarding the intent of identifying BCC Committee priorities, Mr. Charles Anderson, Commission Auditor, Office of Commission Auditor, informed the Committee that staff was compiling a list of common priorities along with the funding needed for each priority.

Responding to Commissioner Jordan's inquiry regarding the status of the County Manager's memorandum of changes to the recommended budget for the upcoming First Budget Hearing, Ms. Glazer-Moon noted the distribution of the County Manager's memorandum along with all of the budget information to the BCC members today (8/31) pertaining to the First Budget Hearing.

Ms. Glazer-Moon noted the merger was a reduction of 12 positions and a $1 million cost savings, and other reductions were made to the department to balance the budget. Ms. Glazer-Moon pointed out a number of administrative positions in the approximate amount of $6 million. She stated those budget reductions were not associated with the consolidation of DHS and CAA functions; and that the question was whether the functions should remain separate, but include the necessary reductions when staff balanced the General Fund or restore all funding and positions for these functions.

Commissioner Jordan stated that generally reductions have been made across-the-board, but in this instance it was based on priorities set by the County Administration.

Ms. Glazer-Moon noted the Results-Oriented Governing Budget Development Process was used for this year's budget process. Therefore, staff tied resource allocation to the priorities established in the County's Strategic Plan. Ms. Glazer-Moon stated certain activities funded by the General Fund were simply more difficult or impossible to reduce, such as the correctional facilities, the police department, and the debt service payment. She further stated funding would not be reduced for certain activities, even if it was unanimously recommended by the BCC. Ms. Glazer-Moon noted other discussions by BCC Committees for other reductions, such as overtime and to make adjustments in those affected departments. She noted staff was in the process of addressing other issues raised by other committees.

Discussion ensued between Commissioner Jordan and Ms. Glazer-Moon regarding across-the-board budget cuts, savings in overtime for proprietary departments, and mid-year budget adjustments.

Commissioner Jordan asked the Office of Strategic Business Management (OSBM) Director to review across-the-board budget cuts to generate additional resources to fund the Board of County Commissioners Committees' budget priorities. In addition, she asked the OSBM Director to evenly distribute the $11 million proposed cost savings for this year's budget for each Committee that would equal to approximately $2 million per Committee.

Chairwoman Edmonson provided a brief overview of the Committee's 12 priorities outlined in a memorandum addressed to BCC Chairman Bruno Barreiro. She noted following today's discussion the priorities listed below should be funded as follows:

-funding in the amount of $1 million for CAA,
-funding in the amount of $774,000 for MMAP, and

-funding in the amount of $15 million for Community-based organizations (CBOs).

In addition, she asked for an explanation on the $15 million for the CBO funding.

Ms. Glazer-Moon noted the $15 million would fund the CBOs at it current level through June 30, 2008. She stated beginning July 1st the County would award CBO funding allocations through a competitive process along with cultural grants. Ms. Glazer-Moon pointed out if the Board wished to fund the CBOs at 100% it would have to identify approximately $30 million in funding for the entire year.

A discussion ensued between Chairwoman Edmonson and Ms. Glazer-Moon regarding overall budget cuts based upon the property tax relief initiatives and their impact to all County departments funded through the General Fund.

Commissioner Jordan asked Commission Auditor (CA) Charles Anderson to review and provide a report listing all County capital projects over the last three years listed in the County's Proposed Resource Allocation and Multi-Capital Plan. She asked that the CA identify those capital projects that continuously appear in the Plan and had not yet commence. In addition, she asked for the inclusion of the start date for those projects, if noted as part of this report.

Honorable House Representative Dorothy Bendross-Mindingall, District 109, appeared before the Committee to discuss her concern with the County Manager's budget recommendation for the Urban Economic Revitalization Task Force (UERTF). She spoke in support of the transfer of two UERTF positions to the Office of Commission Auditor that would be a cost savings to the County.

Following Chairwoman Edmonson's inquiry to Ms. Curry regarding the meeting with UERTF and to provide an update to the Committee, Ms. Curry noted as a result of the meeting with Ms. Moore and Mr. Charles Byrd, incoming Chairman of UERTF, no decision was reached, and the County Manager's recommendation stood. She noted she encourage Mr. Byrd, if he felt it was appropriate to meet with the Commission Auditor to discuss the recommendation to transfer the remaining two UERTF positions to the Office of Commission Auditor.

Mr. Anderson noted no meeting has occurred with Mr. Byrd regarding the above-mentioned recommendation.

Following Commissioner Jordan's comments

regarding the transfer of the UERTF Director to the Office of Commission Auditor, Ms. Curry noted UERTF had a total of five positions and currently two positions were filled.

A discussion ensued among Commissioner Jordan, Ms. Curry and Ms. Glazer-Moon regarding the five position total for UERTF, the transfer of two of the positions to the Commission Auditor, and the recommendation to eliminate the remaining three vacant positions.

Ms. Curry pointed out the fiscal year 2007-08 budget recommendation was to transfer the one remaining position for UERTF to the Office of Community and Economic Development to support UERTF.

Responding to Commissioner Jordan's inquiry regarding how the Office of Commission Auditor would facilitate the process for UERTF, Mr. Anderson noted he could not properly respond to Commissioner Jordan's inquiry because no discussion has occurred regarding the recommendation to transfer the UERTF Director to the Auditor's office.

Commissioner Moss noted the mission of the UERTF was very valuable to the County and should be maintained in order to focus on the $15 million for economic development projects through the Building Better Communities General Obligation Bond Program (GOB).

Commissioner Jordan suggested the Committee set a priority of retaining UERTF in its current form and reduce its staff to two employees, and asked staff to provide the cost to maintain UERTF staff.

Ms. Curry explained to the Committee that the recommendation addressed the staffing support for UERTF, and the transfer of UERTF staff to OCED would provide additional staff support.

A discussion ensued between Commissioner Jordan and Ms. Curry regarding the day-to-day operations for UERTF.

Ms. Glazer-Moon reminded the Committee of the BCC's request for a consolidation in overall administrative support.

Following the discussion among the Committee members and staff regarding UERTF, it was moved by Commissioner Jordan that the

Committee recommend the Urban Economic Revitalization Task Force organizational structure be retained with the two proposed job positions including the cost and the funding source. This motion was seconded by Commissioner Moss, and upon being put to a vote, passed by a vote of 3-0, (Commissioners Sorenson and Souto were absent).

Responding to Commissioner Moss' inquiry regarding if the motion made by Commission Jordan was appropriate, Assistant County Attorney Summerset stated the motion made by the Committee was proper.

A discussion ensued between Commissioner Moss and Ms. Glazer-Moon regarding the Committee budget priorities outlined in Chairwoman Edmonson's memorandum dated August 22, 2007, entitled, "EDHS Budget Priorities."

Chairwoman Edmonson relinquished the Chair to Commissioner Moss.

It was moved by Commissioner Edmonson that the County Administration comes back with a report reflecting the cost savings of the 15% reduction across-the-board for all County departments. Commissioner Moss seconded this motion for discussion.

Commissioner Jordan suggested, if necessary, the submittal of budget recommendations by County departments for an additional 5 to 7 % budget cut due to attrition, and then OSBM would review budget recommendations for additional cuts.

Following Commissioner Jordan's comments, Ms. Glazer-Moon concurred with Commissioner Jordan and noted during the development of the departmental budgets each department was instructed to identify a 15% reduction as a result of the Result-Oriented Governing Ordinance in allocating resources based on priorities, goals and results. She indicated from that information OSBM was able to determine the impact of those reductions, and subsequently; that information was used to develop the recommended reductions to County departments.

Hearing no further discussion on the motion made by Commissioner Edmonson, Commissioner Jordan seconded the motion, and the motion upon being put to a vote, passed by a vote of 3-0, (Commissioners Sorenson and Souto were absent).

Chairwoman Edmonson reminded the OSBM Director of her previous request for a report on the number of upper administrative positions and salaries of those County employees, across-the-board.

Chairwoman Edmonson asked the OSBM Director to review and provide proposed mergers for larger County departments such as Miami-Dade Corrections/Police.

Ms. Glazer-Moon noted the report would be provided to her and other members of Committee today (8/31) or by Tuesday, September 4, 2007. She further noted County Commission members should receive the requested reports as well.

Commissioner Moss noted his previous request at the Health and Public Safety Committee for the County Administration to review the long-term impacts of proposed mergers of all County departments.

It was moved by Commissioner Jordan that the Mom and Pop Small Business Grant Program be maintained at its current level of funding in the amount of $1.95 million; and $300,000 for MMAP; and $150,000 for UERTF be allocated from the $11 million proposed cost savings for this year's budget. This motion was seconded by Commissioner Moss, and upon being put to a vote, passed by a vote of 3-0, (Commissioners Sorenson and Souto were absent).

Mr. John Riley, Equal Opportunity Advisory Board member, appeared before the Committee to discuss his concern with the recommendation to reduce the staff support to one person for this advisory board.

It was moved by Commissioner Jordan that the Committee support a budget priority to restore $1 million in order to make DHS and CAA as separate entities. This motion was seconded by Commissioner Moss, and upon being put to a vote, passed by a vote of 3-0, (Commissioners Sorenson and Souto were absent).

Responding to Chairwoman Edmonson's comments regarding if a recommendation was made to eliminate the Equal Opportunity Advisory Board, Ms. Glazer-Moon informed the Committee that a total of 24 job positions were associated with the DHS for staff support to various County advisory boards. She noted a part of the

recommendation for DHS was to reduce the total number of positions supporting all of the advisory boards and have cross-training for fewer positions to support the same number of advisory boards. Ms. Glazer-Moon provided an overview of the intent of the recommendation to reduce staff support to the advisory boards. She indicated she could provide more detailed information later to the Committee.

Responding to Chairwoman Edmonson's inquiry regarding the current total number of advisory board staff support positions, Ms. Glazer-Moon noted the current total was 24 positions for fiscal year 2006-07, and the recommendation for FY 2007-08 was five (5) positions to support the County advisory board supported by DHS staff.

Responding to Commissioner Moss question concerning the job description for those 10 positions that provided staff support to the Equal Opportunity Advisory Board, Ms. Glazer-Moon stated she could provide that information later to Commissioner Moss.

Mr. Riley provided Commissioner Moss with a brief overview of the role and function of the staff support for the Equal Opportunity Advisory Board.

Commissioner Moss asked Senior Advisor to the County Manager Cynthia Curry to direct the appropriate County staff to provide him and the Committee members the number of cases heard by the Equal Opportunity Advisory Board along with the other functions such as investigations performed by this advisory board and the staff support.

Following Commissioner Moss' comments, Ms. Glazer-Moon informed the Committee staff was meeting with DHS staff and representatives from the advisory boards under DHS to identify funding to restore some positions. She asked the Committee to allow staff the opportunity to present a recommendation to the Committee on this matter.

8 ADJOURNMENT

Report: *There being no further business to come before the Committee, the meeting adjourned at 11:27 a.m.*

Audrey M. Edmonson, Chair