

5D-1

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY

Meeting Date: December 20, 2011

Consent  Regular

Public Hearing

Submitted By: COUNTY ADMINISTRATION

Submitted For: OFFICE OF THE INSPECTOR GENERAL

**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to approve the addition of six positions to the County's personnel complement to reflect six positions the Office of Inspector General (OIG) needs to hire to accommodate interlocal agreements with the Health Care District (District) and Children's Services Council (CSC).

**Summary:** The District and CSC contacted the OIG after receiving correspondence in May 2011, from the Chair of the Board of County Commissioners (BCC) encouraging them to enter into agreements with the BCC to extend OIG jurisdiction to their agencies. The District and CSC voluntarily negotiated interlocal agreements with the OIG which the BCC subsequently approved at their regularly scheduled Commission meeting on November 15, 2011. Budget amendments to reflect funding provided by the District and CSC were also approved at that time. No County ad valorem will be required for these interlocal agreements. The OIG will exercise the authority, functions and powers granted by the Office of Inspector General Ordinance (IG Ordinance) for the benefit of the District and CSC, effective January 1, 2012. The OIG needs six positions to accommodate this expansion of its jurisdiction. Upon termination of the interlocal agreements, the OIG will reduce its complement accordingly.


In addition, the OIG is reorganizing operations to enhance its capacity to react timely to the needs of the more than forty entities within its jurisdiction. The process of increasing the complement at this time allows the OIG to allocate three existing positions and three new positions for the expansion of OIG jurisdiction. The remaining three new positions will be used to accommodate the reorganization. Funding for the reorganization is available in the OIG's FY 2012 budget.

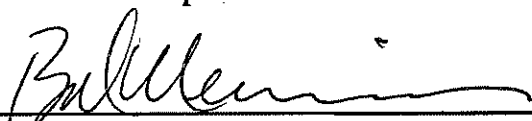
The Inspector General has the power to appoint, employ and remove employees. The County has included the OIG employees in its complement and therefore any increase in the OIG complement triggers an increase in the BCC Complement which requires BCC approval. After considering this increase to the County's complement at their November 15, 2011 Commission meeting, the BCC voted to not approve it at that time, and directed staff to bring the item back in 30 days. Countywide (LB)

**Background and Justification:** Authorized under Palm Beach County Ordinance 2011-009, known as the IG Ordinance, the Inspector General has negotiated agreements with the District and CSC to provide independent oversight of, and exercise authority, functions and powers set forth in the IG Ordinance for the benefit of the District and CSC. The IG Ordinance also provides that the Inspector General shall have the power to appoint, employ, and remove such assistants, employees, personnel, and establish personnel procedures as deemed necessary for the efficient and effective administration of the activities of the OIG. To accommodate the expansion of jurisdiction to include the District and CSC, the OIG is adding six (6) positions.

**Attachments:**

Inspector General Memo: Additional Positions Added to Complement

Reviewed by:  12/8/11  
Inspector General Date

Approved by:  12/19/11  
Assistant County Administrator Date

**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

<b>B. Fiscal Years</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
Capital Expenditures					
Operating Costs	446,821				
External Revenues	(402,668)				
Program Income (County)					
In-Kind Match (County)					
<b>NET FISCAL IMPACT</b>	<b>44,153*</b>				
<b># ADDITIONAL FTE</b>	<b>6</b>				
<b>POSITIONS (Cumulative)</b>	<b>6</b>				

Is Item Included in Current Budget?                      Yes X\*\* No \_\_\_\_\_

Budget Account No.:            Fund 1483 Department 270 Unit 2110/2100 Object Various  
Reporting Category \_\_\_\_\_

**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

\*The Fiscal Impact of \$44,153 reflects the impact of the reorganization. There is budget available to accommodate this action.

\*\*The BCC approved interlocal agreements with the District and CSC and related budget amendments (November 15, 2011 Consent Agenda) to the IG fund establishing adequate FY 2012 budget to accommodate the related six (6) positions for the period of January 1, 2012 through September 30, 2012.

**C. Departmental Fiscal Review:** \_\_\_\_\_

**III. REVIEW COMMENTS**

**A. OFMB Fiscal and/or Contract Dev. and Control Comments:**

\_\_\_\_\_  
OFMB      8/21/11      12/14/11  
12/17/11      12/15/11  
Contract Dev. and Control

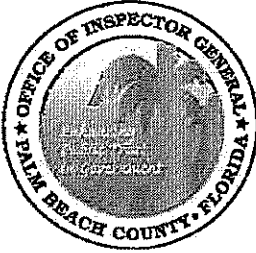
**B. Legal Sufficiency:**

\_\_\_\_\_  
Assistant County Attorney

**C. Other Department Review:**

\_\_\_\_\_  
Department Director

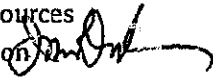
**THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.**



# Office of Inspector General Palm Beach County

Sheryl G. Steckler  
Inspector General

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**DATE:** October 28, 2011  
**TO:** Wayne, Condry, Director of Human Resources  
**FROM:** Joe Doucette, OIG Chief of Administration   
**RE:** Additional Positions Added to Complement

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The Office of Inspector General is adding six (6) additional positions to our complement to accommodate the expansion of jurisdiction to cover the Health Care District (HCD), Children's Services Council (CSC) and Housing Finance Authority (HFA). Interlocal agreements with the HCD and CSC are scheduled for BCC approval on November 15, 2011 and we expect the HFA interlocal agreement will be presented to the BCC for approval on December 6, 2012. The HFA board is scheduled to vote on the agreement November 17, 2011. HCD, CSC and HFA will provide funding for the additional costs – personal services and operations – relating to their agreements.

In addition to adding positions for the expansion, we are reorganizing our reporting structure to better accommodate the dynamics of having jurisdiction over forty-three (43) separate public entities. The net result of the change in reporting structure and expansion is the addition of the following positions (pay grade):

- Deputy Inspector General (00)
- Assistant General Counsel (00)
- Auditor III (43)
- Auditor III (43)
- Contract Oversight Specialist II (40)
- Programmer (30)

When the BCC approves the HCD, CSC and HFA agreements and associated budget amendments, the OIG will have adequate FY 2012 budget to accommodate the additional positions. I understand that the OIG complement is a component of the County's complement and that any addition to the County's complement requires BCC approval. An agenda item requesting BCC approval has been submitted for the November 15 meeting. If you need any additional information, please let me know.

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