Initial Questions

1. During the 2016 sessions, what did the department testify would be the effects of the FY 17 budget on services, staffing, and contracts?
   - Reduced funding for vacant positions within critical areas such as the Office of Planning and Budget (OPB), the Office of Finance and Support Services (OFSS), the Office of Statewide Reporting and Accounting Policy (OSRAP), and Internal Audit
   - Delayed implementation of the statewide SRM budgeting and financial management modules
   - Elimination of the Federal Funds Office
   - Elimination of funding for professional services contracts
   - Elimination of state general fund support for the Disaster Recovery Unit
2. Compared to FY 16, what reductions, including services, staffing, and contracts, have been made in the department in FY 17?
   - Eliminated the Federal Funds Office
   - Closed out several professional services contracts
   - Reduced state general fund support for DRU
   - Maintained vacant positions within DOA
3. What reductions would the department make if there are mid-year reductions to the FY 17 budget?

   DOA will continue to not hire for vacant positions and delay enhancements to the HR and payments system.
4. Provide a brief overview of the FY 18 budget request compared to FY 17 by budget unit. What increases are requested in FY 18 and why are the increases necessary, including any new or expanded programs or services to additional populations? Are there any reductions in the FY 18 budget requests, including those as a result of annualizing reductions made in FY 17?

   FY 2017-2018 Requested adjustments are as follows:
   - Request to fully fund salaries for 507 authorized T.O. which includes performance adjustments. - $3,178,048.
     - Performance adjustments in the amount of $1.1m
     - Unfunded vacancies in the amount of $2m
   - Request for standard inflation factor of 2.2% on operating expenses and professional services. - $376,182

- Request for acquisitions for the replacement of maintenance equipment for State Buildings to maintain state-owned buildings in the amount of $210,734 and the replacement of 3 aging vehicles with mileage in excess of 200,000 in the amount of $85,000. Of this amount, $30,000 is requested by the Office of State Lands to replace one vehicle to be used for statewide field surveys and $55,000 is requested by Facility Planning & Control to be used for statewide inspections of construction projects. - $295,734
- Request of funding for the administration of energy management contracts. - $30,000

5. Has the department added any positions, including classified, unclassified, and other charges positions, in FY 17? If so, how many and what positions? Did the department request additional positions in the FY 18 budget request? If so, how many and what positions.

   A BA-7 was approved to transfer back 28 HR positions from HCM due to the deconsolidation of that ancillary agency. There were no additional requests for positions in the FY18 budget request.

6. Provide a summary of changes in salaries from FY 16 to FY 17, including performance adjustments, promotions, or any other changes in salaries. Provide a summary of requested changes in salaries from FY 17 to FY 18, including performance adjustments, promotions, or any other changes in salaries.

   In FY17, no performance adjustments were provided to the DOA employees. As of November 10th there have been 11 promotions for a total bi-weekly salary change of $3,168.40; 11 Career Progression Group (CPG) reallocations for a total biweekly change of $1,671.08; 1 optional pay for $236.80 biweekly change, and 1 demotion for a reduction of $173.60 biweekly. These changes equate to an overall salary change of $4,902.68 biweekly which equates to $127,469.68 annually.

   Performance adjustments and CPG reallocations have been requested in the FY18 budget request in the amount of $1,129,472.

Additional Questions

7. What budget adjustments have been made since the initial appropriation to your department? How much in each means of finance has been appropriated to each agency since the initial appropriation?

   Four BA-7s have been approved since the initial appropriation for a total addition of $3,064,315.

   - Two carryforward BA-7s to carry forward contracts for which bona fide obligations existed prior to the close of FY16. The 2 BA-7s were a net addition of $316,980 ($90,409 - SGF; $226,571 – IAT).
   - Two HCM deconsolidation BA-7s that transferred back personnel and operating funding from HCM. The 2 BA-7s were a net addition of $2,747,335 ($1,146,914 - SGF; $1,600,421 – IAT) and 28 positions.

8. Do your spending and staffing levels match the priorities of your department?

   We have learned that some areas are below optimal staffing levels. Due to proposed mid-year budget cuts some critical areas will have to continue to delay hiring personnel. These areas include the Office of Planning and Budget (OPB), the Office of Finance and Support Services (OFSS), the Office of Statewide Reporting and Accounting Policy (OSRAP), and Internal Audit.

9. Provide the top 5 performance measures that give the outcomes in your department. How do you rank nationally based on these priority measures?

PERFORMANCE METRIC	NATIONAL RANKING	TARGET	UNIT PERFORMANCE
% of draw requests sent to OFSS within 10 business days of receipt at DRU	**N/A**	90%	87%
Average number of compliance findings per monitoring visit over trailing three months	**N/A**	<1	0.4
Number of Road Home grants brought to final disposition for September	**N/A**	750	692
CDBG Program - Ratio of expended amount/full obligation vs. grant award	**26th out of 50 states**	N/A	26th out of 50 states
Days late with the publication of the Comprehensive Annual Financial Report (CAFR)	**Has received a certificate of achievement for the past 5 years**	0	0

10. Provide a list of all sources of revenue that are not appropriated. These funds could include restricted or off budget accounts. Also, please provide the amount anticipated to be used in FY 17, the amount in FY 18, and any balance or reserve amount for each source or revenue.

Revenue	Balance as of 10/31/16	FY17 Anticipated Expenditures	FY18 Anticipated Expenditures	Anticipated Expenditures Future Fiscal Years
Go Zone Bond Repayments[1]	$19,959,536	N/A[1]	N/A[1]	N/A[1]
Biomedical Research Foundation BRF/BRFHH LSU HSC-C Escrow[2]	$5,300,000	N/A[2]	N/A[2]	N/A[2]
DRU Escrow Employee Restitution[3]	$25,733	N/A[3]	N/A[3]	N/A[3]
State Lands Escrow[4]	$2,223	N/A[4]	N/A[4]	N/A[4]
DNR State Lands Escrow Transfer[5]	$128,531	N/A[5]	N/A[5]	N/A[5]
Gustav/Ike Program Income[6]	$24,386,550	$4,468,500	$4,900,000	$15,018,050
Katrina/Rita program Income[6]	$31,851,083	$5,921,739	$3,047,480	$22,881,864

[1]Revenue from GoZone Bond repayments are transferred to the state general fund prior to the fiscal yearend.

[2]DOA is holding funds from the Biomedical Research Foundation (BRF/BRFHH) and LSU HSC-S dispute in an escrow account. Funds deposited were sent from BRF and are held pending a resolution from an arbitrator.

[3]Revenue is restitution payments from contractors who have been audited and found to be in violation of the Davis-Bacon regulation for underpaying workers. These funds are paid out to these workers once they are found.

[4]Revenue is commission from bids on land sales and leases. A portion of the dollars are either transferred for the operation of State Lands or refunded to the applicant.

[5]This escrow account was transferred from DNR to DOA per Act 282 of the 1989 Regular Session. Revenue collected was from lease collections that were involved in pending litigation mainly with several oil companies dealing with offshore boundaries.

[6]Program Income is currently budgeted at $4.2m this fiscal year. Additional budget authority may be necessary to fulfill anticipated expenditures.