

**Agency 01- Clerk to the Board of Supervisors
FY 2010 LINES OF BUSINESS (LOBs) REDUCTION OPTIONS**

OVERALL AGENCY LOB REDUCTION TARGET = \$84,905

LOB INFORMATION

Reduction Priority	LOB #	LOB Reduction Description	LOB Position Reduction	LOB SYE Reduction	TOTAL Reduction (EXPENSES)	TOTAL Reduction (REVENUE)	NET Reduction	Impact
1		Operating Expense Reduction	0	0.0	(\$38,044)		(\$38,044)	<p>Board Summaries will no longer be distributed in hard copy. Office will have much less flexibility to absorb special requests or projects.</p> <p>Eliminates flexibility for staffing for special projects.</p> <p>Elimination of Receiptist position at the front desk. The workload will be absorbed by current staff. Office security will be compromised because no one will monitor visitors. Phones may not be answered in a timely manner at peak periods. The timeliness of the Board Summary production may be adversely affected.</p>
2		Eliminate Funding for Exempt Limited Term Position	0	0.0	(\$16,861)		(\$16,861)	
3		Elimination of Administrative Assistant I/ Receptionist Position	1	1.0	(\$30,000)		(\$30,000)	
TOTAL REDUCTION ACHIEVED			1	1.0	\$ (84,905.00)	0	-\$84,905	