

Lines of Business Reduction Impact Statements

<i>Office of Public Affairs</i>					
001-13-71 Eliminate Printed Versions of Courier/Reduce Agency Operating Expenses					
LOB Number	LOB Title	Positions	Expenditures	Revenue	Net Reduction
13-01 13-02 13-03 13-08	Employee Communications Issues Management Customer Service Agency Planning and Organizational Development	0 / 0.0 SYE	\$160,040	\$0	\$160,040
DESCRIPTION OF REDUCTION					
This reduction results in the elimination of all the printed versions or 16,000 copies per bi-monthly issue of the Courier publication (County internal newsletter) as well as the elimination of all non-essential travel and training for agency staff.					
IMPACT OF REDUCTION					
<p>Eliminating all printed copies of Courier will result in an increased need to disseminate important countywide news online and through e-mail. Information that appeared previously in the printed Courier will continue to be placed on the Infoweb. Employees who do not have access to a computer on a daily basis will need to make alternative arrangements (such as relying on their supervisor and coworkers or using a shared computer) to receive this news.</p> <p>In addition, the staff in the Office of Public Affairs (OPA) will no longer travel to and participate in conferences that have helped elevate skill sets in the past. This reduction eliminates other training opportunities, such as webinars and teleconferences. Staff will now be responsible for maintaining their current level of expertise and seeking out free training opportunities if they exist.</p>					

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Office of Public Affairs					
001-13-72 Eliminate Three Limited Term Positions					
LOB Number	LOB Title	Positions	Expenditures	Revenue	Net Reduction
13-01	Employee Communications	0 / 0.0 SYE	\$104,715	\$0	\$104,715
13-02	Issues Management				
13-03	Customer Service				
13-04	Media Relations				
13-05	Communication Support for County Agencies				
13-06	Web Content				
13-07	Emergency Communications & Planning				
13-08	Agency Planning and Organizational Development				
DESCRIPTION OF REDUCTION					
This reduction results in a reduced level of service due to the elimination of one limited term Public Information Officer III position, the elimination of one limited term Administrative Assistant II position, and the elimination of the limited term work student position, which will be replaced with a student volunteer.					
IMPACT OF REDUCTION					
The reduction impacts the level and quality of services provided. Specifically, this reduction adversely impacts the timely delivery of critical information to the residents of Fairfax County during major incidents which is a high priority part of the agency’s Emergency Support Function 15. The reduction impacts the ability of the agency to provide coordination of media requests among multiple County agencies; response to issues or concerns requiring immediate attention; and proactive coordination efforts with reporters to provide story ideas. In addition, the reduction results in decreased flexibility in maintaining staffing requirements across all Customer Service locations as well as an increase in workload for existing staff due to a decrease in administrative support.					