

**ATTACHMENT IV:**

**EXPLANATION OF  
GENERAL FUND UNENCUMBERED**

# GENERAL FUND UNENCUMBERED CARRYOVER

Attachment IV

A total of \$4,116,330 for General Fund unencumbered items is required as part of the *FY 2013 Carryover Review*. These items have been carefully reviewed to ensure that they have been previously approved and are mission-essential and cannot be absorbed within the FY 2014 funding level. Details are included in the write-ups which follow:

## LEGISLATIVE-EXECUTIVE FUNCTIONS/CENTRAL SERVICES

### **Agency 06, Department of Finance \$75,000**

Funding of \$75,000 is required for the Department of Finance to support essential items that cannot be absorbed within the FY 2014 funding level. Of this total, funding of \$58,000 in Personnel Services is required to cover a projected shortfall resulting from anticipated leave payouts in FY 2014. The Department of Finance performs a variety of key functions and will be unable to generate sufficient savings to cover this cost without impacting service quality. In addition, funding of \$17,000 in Operating Expenses is required to purchase new check sealers to package checks for mailing. The equipment model that is currently used is an advanced age and is no longer sold. New check sealers will allow the check printing operation to be updated with current technology to take advantage of new security measures now available.

### **Agency 13, Office of Public Affairs \$52,000**

Funding of \$52,000 is required in FY 2014 to address and promote the numerous emergency communication options available to the public. Fairfax County residents are becoming more reliant on social media as a preferred means to obtain the latest information during emergency events. During the various activations of the Joint Information Center (JIC) for the storm activity that occurred during FY 2013, the Fairfax County Emergency Blog received approximately 650,000 views for information ranging from road closures to trash and debris pick up; approximately 390,000 of these views occurred during Hurricane Sandy. These funds will be used to build on the "Fairfax Prepares: 30 Ways in 30 Days" campaign, which provides critical messages for Fairfax County residents on creating an emergency supply kit, identifying escape routes, making family plans, volunteering and more by utilizing offline tools that reach critical audiences that do not have access to the Emergency Blog or the County's social media tools. In addition, the Office of Public Affairs (OPA) will explore upgrading their current Social Media Management Dashboard as the accounts limitations will soon be reached. This upgrade will ensure that OPA can provide Fairfax County residents with the most up to date information during emergency events. Funding was originally included in FY 2013; however, due to unanticipated delays, funds will be expended in FY 2014.

## PUBLIC WORKS

### **Agency 87, Unclassified Administrative Expenses - DPWES \$162,330**

Funding of \$162,330 is required for the completion of critical repairs to two pedestrian bridges, Cinderbed Road Bridge and Fairfax Road Bridge, which sustained substantial damage due to fallen trees and deteriorating structural support systems. Both bridges currently pose a safety concern to pedestrians. Repair costs include permitting, design, fabrication, and installation. Bridge repair work is completed by the Transportation Operations Division which is responsible for the maintenance of transportation facilities such as commuter rail stations, park-and-ride lots, bus transit stations, bus shelters, and repairs trails, sidewalks and pedestrian bridges. This maintenance work started in FY 2012 and the design work is now complete. Many of the required parts are on order and the construction work was unable to be completed during FY 2013. The requested amount of \$162,330 will be utilized in FY 2014 to complete the construction of the repairs on both bridges.

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## HEALTH AND WELFARE

### **Agency 71, Health Department**

**\$1,737,000**

Funding of \$1,737,000 is required for the Health Department to procure an Electronic Health Record (EHR) to replace existing patient medical records and meet federal health information technology requirements. Of this total, initial acquisition costs and recurring hosting and system maintenance expenses are estimated to be \$1,587,000. An additional \$150,000 is also required to update existing interfaces to ensure compatibility with the new EHR.

It should be noted that procurement of the EHR was scheduled to occur during FY 2013 and funding of \$1,587,000 was previously approved by the Board as part of the *FY 2012 Carryover Review*. However, the procurement process was delayed due to longer than anticipated technical reviews and negotiations. The Health Department is expecting to complete final selection and contract award by September 30, 2013. EHR implementation would subsequently occur in calendar year 2014 dependent upon coordination with DIT and selected vendor capabilities.

Procurement of an EHR will help fulfill federal requirements pertaining to the Health Department under Executive Order 13335, which established a goal for all Americans to have access to an EHR by the year 2014. In addition, acquisition of an EHR will bring the Health Department in compliance with the Health Information Technology for Economic and Clinical Health (HITECH) Act of 2009, which established programs under Medicare and Medicaid to provide incentive payments for the meaningful use of certified EHR technology. The Health Department estimates that incentive payments totaling between \$68,000 and \$170,000 per year can be obtained if it can successfully meet "meaningful use" requirements through EHR implementation. In order to get the maximum incentive payout for the Medicaid program, the Health Department must implement a certified EHR in calendar year 2014 and demonstrate meaningful use no later than 2016.

### **Agency 79, Department of Neighborhood and Community Services**

**\$300,000**

Funding of \$300,000 is required for the Athletic Facility Scheduling System (AFSS). The Department of Neighborhood and Community Services has been utilizing the AFSS to schedule the use of 872 fields and 246 gyms for approximately 250,000 participants in Fairfax County for the past 13 years. In order to avoid continued problems with outdated technology, the AFSS requires significant upgrades to improve system performance and security. Due to the timing of consultations with both the vendor and the County's Department of Information Technology, funds could not be encumbered in FY 2013.

## COMMUNITY DEVELOPMENT

### **Agency 31, Land Development Services**

**\$1,450,000**

Funding of \$1,450,000 is required to support the County's economic development and revitalization goals as presented to the Board of Supervisors at the March 18, 2013 Budget Committee meeting as part of the presentation on "Building & Sustaining Community by Leveraging our Economic Development Opportunities." Of this total, funding of \$1,100,000 in Personnel Services is required to respond to increased construction activity throughout the County, including the redevelopment occurring in Tysons and Reston. As a result of this activity, the time required to complete the permitting process has increased. In order to meet increased demand and ensure that permits are processed in an acceptable timeframe, the agency will be required to fill vacant positions which are unfunded as a result of budget cuts in prior years. This funding was added as part of the *FY 2013 Third Quarter Review* and was anticipated to carryover to FY 2014. The initial increase was fully offset by an increase in permit-related revenue. An increase of \$350,000 is also necessary to fund the Electronic Plan Submission Pilot Program. This program was identified as a desired customer service initiative as part of the County's collaboration with the development industry to identify initiatives to support and facilitate economic development. When fully implemented, the program will provide Land Development Services staff with a sophisticated means of receiving and reviewing plans which will allow staff to better meet customer expectations for receiving and distributing plan submissions efficiently.

### ***FY 2013 Carryover Review***

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**Agency 35, Department of Planning and Zoning**

**\$150,000**

Funding of \$150,000 is required to support the Property File Digitization Project. This project will allow the Department of Planning and Zoning (DPZ) to scan all existing land records into an automated system which will provide a permanent record that is easily accessible to staff as well as the public. It will also provide increased security, file integrity and availability of records in support of emergency response needs in the event of a site-related crisis. Significant cost savings are expected to be realized by County staff and customers, as paper will be reduced and time will be saved in researching land records. This will allow DPZ staff to focus their efforts on supporting customer needs and responding to development opportunities. Changes in industry standards for the software that will be utilized for this project and the process of incorporating the parameters of the department's business requirements into the programming of the application resulted in unanticipated delays. As a result, the funding which was originally earmarked for this project in FY 2013 will be expended in FY 2014.

**NONDEPARTMENTAL**

**Agency 89, Employee Benefits**

**\$190,000**

Funding of \$190,000 is required to be carried forward in Agency 89, Employee Benefits for anticipated benefits-related studies and consultant work in FY 2014. This amount represents a portion of the unexpended balance of funding dedicated to task forces in FY 2013 and will represent the full amount available in FY 2014 as no funding for task forces was included in the FY 2014 Adopted Budget Plan.