

Public Services

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Intergovernmental Affairs

Organizational Code: 001-114-512

Mission Statement

The mission of Intergovernmental Affairs is to effectively serve the residents of Leon County by providing leadership, coordination and assistance to divisions to facilitate the delivery of services consistent with Board policy. This will ensure that divisions receive the resources, guidance, and support needed to provide superior services in a cost effective and efficient manner.

Advisory Board

None

Summary of Services Provided

1. Serve the County Administrator and the Board by researching, analyzing, and developing policy recommendations for Leon County's high priority issues.
2. Develop an annual Federal and State legislative priority package for Board approval.
3. Track legislation impacting Leon County throughout the legislative session.
4. Communicate key issues and information to the public and Leon County employees.
5. Provide leadership, assistance, and coordination to Public Service divisions to facilitate efficient and cost effective service delivery.

Accomplishments

1. Implemented a Leon County operated Emergency Medical Services department.
2. Provided and presented research, analysis, agenda items, workshops, and follow-ups on Board direction and priority issues.
3. Coordinated the Board's priority economic development issues and assisted the Economic Development Council on issues related to strategic business development and job creation.
4. Enhanced the use of public relations communication tools, including the internet and cable television.
5. Provided leadership, assistance, and coordination for the expansion of the branch library system and the indigent health care program.

Current Year Notes

This program is recommended at an increased funding level. These recommendations include:

1. Routine salary, wage and benefit adjustments.
2. As approved by the Board for FY2005 at the April 26, 2005 meeting, funding is provided for the reclassification of the Information Desk Coordinator position from .75 FTE to 1.00 FTE (new title - Public Information Specialist I).
3. In accordance with the recommendations from Human Resources' market salary study, funding is provided in the amount of \$8,413.

Out-Year Notes

There are no Budget Issues requested in FY2007 thru FY2010, with the exception of anticipated routine salary, wage and benefit adjustments.

Objectives / Performance Measures	Indicator	Units	FY 2004 Actual	FY 2005 Budget	FY 2006 Budget
001-114-512 Intergovernmental Affairs					
• % of analysis, agenda items, workshops, & follow-ups on Board direction done in a timely manner	Input	%	100	100	100
• # of news releases distributed to promote Leon County services and programs (FY04 Not Available)	Input	#	0	80	85
• % of reviews of agenda/workshop items and requests for assistance responded to in a timely manner	Input	%	100	100	100
• # of press conferences and community/public meetings or events held to promote Leon County services and programs (FY04 Not Available)	Input	#	0	15	18

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Fiscal Year 2006 Budget**

Intergovernmental Affairs

Organizational Code: 001-114-512

Budgetary Costs	FY 2004 Actual	FY 2005 Adopted	FY 2006 Continuation	FY 2006 Issues	FY 2006 Budget	FY 2007 Budget
Personal Services	465,363	517,584	545,120	8,413	553,533	585,640
Operating	212,423	249,495	249,495	0	249,495	249,495
Total Budgetary Costs	<u>677,786</u>	<u>767,079</u>	<u>794,615</u>	<u>8,413</u>	<u>803,028</u>	<u>835,135</u>

Funding Sources	FY 2004 Actual	FY 2005 Adopted	FY 2006 Budget	FY 2007 Budget
001 General Fund	677,786	767,079	803,028	835,135
Total Revenues	<u>677,786</u>	<u>767,079</u>	<u>803,028</u>	<u>835,135</u>

Staffing Summary	FY 2004 Actual	FY 2005 Adopted	FY 2006 Continuation	FY 2006 Issues	FY 2006 Budget	FY 2007 Budget
Administrative Associate V	1.00	1.00	1.00	0.00	1.00	1.00
Assistant County Administrator	1.00	1.00	1.00	0.00	1.00	1.00
Assistant to the County Administrator	1.00	1.00	1.00	0.00	1.00	1.00
Citizen Services Liaison	1.00	1.00	1.00	0.00	1.00	1.00
Management Intern	1.00	1.00	1.00	0.00	1.00	1.00
Public Information Officer	1.00	1.00	1.00	0.00	1.00	1.00
Public Information Specialist	1.00	1.00	1.00	0.00	1.00	1.00
Public Information Specialist I	0.75	0.75	1.00	0.00	1.00	1.00
Special Projects Coordinator	1.00	1.00	1.00	0.00	1.00	1.00
Total Full-Time Equivalents (FTE)	<u>8.75</u>	<u>8.75</u>	<u>9.00</u>	<u>0.00</u>	<u>9.00</u>	<u>9.00</u>