

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

Public Safety Coordinating Council; Neighborhood Recognition Committee

Summary of Services Provided

1. Serve the County Administrator and the Board by researching, analyzing and developing policy recommendations for the 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. Successfully implemented a County run Emergency Medical Services (EMS) department, including an air ambulance provision at no cost to the County.
2. Provided and presented research and analysis, agenda items, workshops and follow-up on Board direction and priority issues such as the Community Redevelopment Act (CRA) and Jail Population Management.
3. Coordinated the Board's priority economic development issues, including Innovation Park, and assisted with the Economic Development Council on issues such as 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. Also assisted with the reorganization of the Planning Department and the Metropolitan Planning Organization (MPO) functions.

Current Year Notes

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

1. Routine salary, wage and benefit adjustments.
2. Funding is provided in accordance with the County's Personnel Policies and Procedures 4.0.5 Maintenance of the Classification Plan in the amount of \$11,020.

Out-Year Notes

There are no Budget Issues requested in FY2006 thru FY2009, with the exception of anticipated routine salary, wage and benefit adjustments.

Objectives / Performance Measures	Indicator	Units	FY 2003 Actual	FY 2004 Budget	FY 2005 Budget
• % of analysis, agenda items, workshops and follow-up on Board direction done in a timely manner	Input	%	100	100	100
• # of positive media stories and published articles on Leon County programs and services generated	Input	#	250	270	290
• % of reviews of agenda/workshop items and requests for assistance responded to in a timely manner	Input	%	100	100	100

**Leon County Government
Fiscal Year 2005 Budget**

Intergovernmental Affairs

Organizational Code: 001-114-512

Budgetary Costs	FY 2003 Actual	FY 2004 Adopted	FY 2005 Continuation	FY 2005 Issues	FY 2005 Budget	FY 2006 Budget
Personal Services	499,824	458,077	506,564	11,020	517,584	542,882
Operating	258,909	249,495	249,495	0	249,495	249,495
Capital Outlay	3,746	0	0	0	0	0
Total Budgetary Costs	<u>762,479</u>	<u>707,572</u>	<u>756,059</u>	<u>11,020</u>	<u>767,079</u>	<u>792,377</u>

Funding Sources	FY 2003 Actual	FY 2004 Adopted	FY 2005 Budget	FY 2006 Budget
001 General Fund	762,479	707,572	767,079	792,377
Total Revenues	<u>762,479</u>	<u>707,572</u>	<u>767,079</u>	<u>792,377</u>

Staffing Summary	FY 2003 Actual	FY 2004 Adopted	FY 2005 Continuation	FY 2005 Issues	FY 2005 Budget	FY 2006 Budget
Administrative Associate V	1.00	1.00	1.00	0.00	1.00	1.00
Asst. to the Public Serv. Dir.	1.00	1.00	1.00	0.00	1.00	1.00
Asst.Co.Adm./Public Serv. Dir.	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
Information Desk Coordinator	0.75	0.75	0.75	0.00	0.75	0.75
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
Special Projects Coord.-Admin.	1.00	1.00	1.00	0.00	1.00	1.00
Graduate Intern*	0.00	0.00	1.00	0.00	1.00	1.00
Total Full-Time Equivalents (FTE)	<u>7.75</u>	<u>7.75</u>	<u>8.75</u>	<u>0.00</u>	<u>8.75</u>	<u>8.75</u>

*On April 27, 2004, the Board approved the consolidation of an Office of Management and Budget intern and an Intergovernmental Affairs intern to establish this graduate intern position.

