

Agency: 354 Workforce Train & Educ Coord Board
Decision Package Code/Title: 97 Merit System Increments
Budget Period: 2015-17
Budget Level: M2 - Inflation and Other Rate Changes

Recommendation Summary Text:

The Workforce Training and Education Coordinating Board request funding to compensate the merit system salary increment costs for seven staff members in the 2015-2017 biennium.

Fiscal Detail

Operating Expenditures	<u>FY 2016</u>	<u>FY 2017</u>	<u>Total</u>
001-1 General Fund - Basic Account-State	11,844	12,293	24,137
001-2 General Fund - Basic Account-Federal	8,905	9,278	18,183
503-6 Tuition Recovery Trust Account-Non-Appropriated	647	686	1,333
Total Cost	21,396	22,257	43,653

Revenue

<u>Fund</u>	<u>Source</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>Total</u>
001 General Fund	0384 Dept of Education	8,905	9,278	18,183
Total Revenue		8,905	9,278	18,183

Package Description:

The Workforce Training and Education Coordinating Board is allotted 21.1 FTEs. Under the state service collective bargaining agreement, a represented employee is eligible for merit system salary increments. In the 2015-2017 biennium seven staff members will earn merit system salary increments. The estimated cost in FY 16 is \$21,400 of which \$11,850 is General Fund State dollars, \$8,904 is General Fund Federal dollars, and \$646 is Tuition Reimbursement Trust account dollars. In FY 17 the estimated cost is \$22,300 of which \$12,336 is General Fund State dollars, \$9,278 is General Fund Federal dollars and \$686 is Tuition Reimbursement Trust account dollars. The agency has no available resources to absorb these costs within its current budget.

Narrative Justification and Impact Statement

What specific performance outcomes does the agency expect?

The Workforce Training and Education Coordinating Board is a small state agency with limited resources for administrative costs. Additional funding to pay for the cost of merit system salary increments will help the agency continue to provide the services its constituents need and expect. Failure to provide funding for these mandatory costs will severely restrict the agency's ability to carry out its mission and mandates.

Performance Measure Detail

Activity:

Incremental Changes

No measures submitted for package

Is this decision package essential to implement a strategy identified in the agency's strategic plan?

Yes, funding of this package will leave the limited administrative funds the agency has available to implement the strategies identified in the agency's strategic plan.

Does this DP provide essential support to one or more of the Governor's Results Washington priorities?

Yes, funding merit system salary increments supports the essential functions of the Workforce Training and Education Coordinating Board and is essential to the achievement of Results Washington Goal 1 and Goal 2 by providing the means for contributing to a world class education that leads to a prosperous economy.

What are the other important connections or impacts related to this proposal?

Not funding the mandatory merit system salary increment costs will leave the agency limited administrative funds to implement strategies identified in the agency's strategic plan.

What alternatives were explored by the agency, and why was this alternative chosen?

No other alternatives are available.

What are the consequences of adopting or not adopting this package?

The agency would need to look at reductions in critical mission services to fund the mandatory merit system salary increment costs.

What is the relationship, if any, to the state's capital budget?

There is no relationship to the state's capital budget.

What changes would be required to existing statutes, rules, or contracts, in order to implement the change?

None.

Expenditure and revenue calculations and assumptions

The agency expects seven staff to earn merit system salary increments in FY 16 and seven staff to earn merit system salary increments in FY17. The salary increase cost will total \$18,650 in FY16 and \$19,400 in FY 17. The associated employee benefit increase will be \$2750 in FY 16 and \$2900 in FY 17.

Which costs and functions are one-time? Which are ongoing? What are the budget impacts in future biennia?

All costs are on-going.

<u>Object Detail</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>Total</u>
A Salaries And Wages	18,657	19,408	38,065

B	Employee Benefits	2,739	2,849	5,588
	Total Objects	21,396	22,257	43,653