

Compliance



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The Compliance Department is a newly-created Department that will focus on citywide facilitation and response to internal and external audits, and coordinate compliance with local, State and federal regulations related to labor, wages, health and safety, and environmental issues. The Department will align existing City programs to create an Office of Labor Standards Enforcement to uplift health and safety labor standards, effectively enforce labor laws, and protect workers and citizens by combining oversight of the Minimum Wage and Earned Sick Days Program, Prevailing Wage, Living Wage Program, and Labor Compliance Programs. The Department will also play a central coordinating role in the City's Enterprise Risk Management efforts. This restructure reflects the consolidation of existing non-personnel expenditures and positions into this new Department and nearly budget neutral.

In Fiscal Year 2022, the Department will develop a tactical plan that defines the vision, mission, goals, and objectives of the department. Additionally, key performance indicators (KPI) will be developed to quantify the impact of Department initiatives, and KPI targets will be set to track progress towards achieving the Department's objectives.

Compliance

Department Summary

	FY2020 Actual	FY2021 Budget	FY2022 Adopted	FY2021-2022 Change
FTE Positions (Budgeted)	0.00	0.00	16.00	16.00
Personnel Expenditures	\$ -	\$ -	2,213,819	2,213,819
Non-Personnel Expenditures	-	-	131,265	131,265
Total Department Expenditures	\$ -	\$ -	2,345,084	2,345,084
Total Department Revenue	\$ -	\$ -	\$ -	-

General Fund

Department Expenditures

	FY2020 Actual	FY2021 Budget	FY2022 Adopted	FY2021-2022 Change
Compliance	\$ -	\$ -	2,345,084	2,345,084
Total	\$ -	\$ -	2,345,084	2,345,084

Department Personnel

	FY2020 Budget	FY2021 Budget	FY2022 Adopted	FY2021-2022 Change
Compliance	0.00	0.00	16.00	16.00
Total	0.00	0.00	16.00	16.00

Significant Budget Adjustments

	FTE	Expenditures	Revenue
Safety and Environment Program Transfer of 7.00 FTE Positions and associated non-personnel expenditures from the Risk Management Department to the new Compliance Department.	7.00	\$ 979,420	\$ -
Minimum Wage Program Transfer of 4.00 FTE Positions and associated non-personnel expenditures from the Office of the City Treasurer to the new Compliance Department.	4.00	680,506	-
Living Wage and Administrative Hearings Programs Transfer of 4.00 FTE Positions and associated non-personnel expenditures from the Purchasing and Contracting Department to the new Compliance Department.	4.00	448,243	-
Surveillance Ordinance Implementation Addition of 1.00 Program Manager associated with the implementation of the Surveillance Ordinance.	1.00	165,921	-

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Significant Budget Adjustments

	FTE	Expenditures	Revenue
Non-Discretionary Adjustment Adjustment to expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent.	0.00	25,627	-
Support for Information Technology Adjustment to expenditure allocations according to a zero-based annual review of information technology requirements.	0.00	21,083	-
Safety Training Program Reduction of 1.00 Safety Representative and an addition of 1.00 Safety and Training Manager to support the Safety and Environment Program.	0.00	20,100	-
Compliance Director Reclassification of 1.00 Program Manager to 1.00 Department Director to lead the new Compliance Department.	0.00	4,184	-
Total	16.00 \$	2,345,084 \$	-

Expenditures by Category

	FY2020 Actual	FY2021 Budget	FY2022 Adopted	FY2021-2022 Change
PERSONNEL				
Personnel Cost	\$ -	\$ -	\$ 1,522,366	\$ 1,522,366
Fringe Benefits	-	-	691,453	691,453
PERSONNEL SUBTOTAL	-	-	2,213,819	2,213,819
NON-PERSONNEL				
Supplies	\$ -	\$ -	\$ 7,702	\$ 7,702
Contracts	-	-	97,746	97,746
Information Technology	-	-	21,083	21,083
Energy and Utilities	-	-	3,534	3,534
Other	-	-	1,200	1,200
NON-PERSONNEL SUBTOTAL	-	-	131,265	131,265
Total	\$ -	\$ -	\$ 2,345,084	\$ 2,345,084

Personnel Expenditures

Job Number	Job Title / Wages	FY2020 Budget	FY2021 Budget	FY2022 Adopted	Salary Range	Total
FTE, Salaries, and Wages						
20000119	Associate Management Analyst	0.00	0.00	1.00	\$ 60,007 - 72,510	\$ 69,419
20001101	Department Director	0.00	0.00	1.00	65,653 - 248,703	182,874
20001234	Program Coordinator	0.00	0.00	3.00	32,448 - 153,046	300,555
20001222	Program Manager	0.00	0.00	4.00	52,133 - 191,703	487,882
20001042	Safety and Training Manager	0.00	0.00	1.00	74,090 - 89,773	89,773
20000847	Safety Officer	0.00	0.00	3.00	64,269 - 77,616	230,520
20000854	Safety Representative 2	0.00	0.00	1.00	56,005 - 67,730	66,714

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Personnel Expenditures

Job Number	Job Title / Wages	FY2020 Budget	FY2021 Budget	FY2022 Adopted	Salary Range	Total
20000015	Senior Management Analyst	0.00	0.00	1.00	65,869 - 79,649	65,869
20000970	Supervising Management Analyst	0.00	0.00	1.00	74,090 - 89,773	89,773
	Bilingual - Regular					1,456
	Budgeted Personnel					(65,869)
	Expenditure Savings					
	Overtime Budgeted					3,400
FTE, Salaries, and Wages Subtotal		0.00	0.00	16.00		\$ 1,522,366

	FY2020 Actual	FY2021 Budget	FY2022 Adopted	FY2021-2022 Change
Fringe Benefits				
Employee Offset Savings	\$ -	\$ -	6,758	\$ 6,758
Flexible Benefits	-	-	171,491	171,491
Long-Term Disability	-	-	6,084	6,084
Medicare	-	-	22,027	22,027
Other Post-Employment Benefits	-	-	91,965	91,965
Retiree Medical Trust	-	-	2,964	2,964
Retirement 401 Plan	-	-	667	667
Retirement ADC	-	-	229,373	229,373
Risk Management Administration	-	-	15,915	15,915
Supplemental Pension Savings Plan	-	-	126,512	126,512
Unemployment Insurance	-	-	2,215	2,215
Workers' Compensation	-	-	15,482	15,482
Fringe Benefits Subtotal	\$ -	\$ -	691,453	\$ 691,453
Total Personnel Expenditures			\$ 2,213,819	