

Proposed Budget Committee Schedule
September 30, 2014

Purpose of committee: To effect immediate and measurable progress on the projected 2015-2016 budget gap.

Meeting schedule: Bi-weekly, adjusted as necessary by the committee

October 2014	November	December	January 2015	February	March
<p>Take short-term action; examples:</p> <ul style="list-style-type: none"> ● Review all vacancies prior to filling ● Limit filling of vacancies to ___% ● Hold vacant positions open to pay for payout ● Establish target vacancy rates for departments ● Establish target position count for end of year <p>Set financial priorities and plan; examples:</p> <ul style="list-style-type: none"> ● Reduce expenditures by \$___ by EOY ● Determine amount needed to replenish ACO each year for facilities ● Determine amount of Extra Help needed for FENIX implementation 	<p>Review first draft of Budget Policies</p> <p>Monitor progress toward targets, adjust as necessary</p>	<p>Assess County 3 year Priorities for financial impact</p> <ul style="list-style-type: none"> ● Adjust financial priorities and plan accordingly <p>Monitor progress toward targets, adjust as necessary</p>	<p>Monitor progress toward targets, adjust as necessary</p>	<p>Review Mid-Year Report</p> <ul style="list-style-type: none"> ● Rebalancing in departments of 3% forced savings ● Review County priorities and savings to determine if further savings is needed ● Recommend Budget Instructions to BOS for 2015-16 <p>Monitor progress toward targets, adjust as necessary</p>	<p>Review County Priorities and make recommendation to BOS on 2015-16 goals</p> <p>Monitor progress toward targets, adjust as necessary</p>

April 2015	May	June	July	August	September	October 2015
Budget Prep Review Monitor progress toward targets, adjust as necessary	Budget Prep Review Monitor progress toward targets, adjust as necessary	BOS approves Recommended Budget Monitor progress toward targets, adjust as necessary	Monitor progress toward targets, adjust as necessary	Addenda Prep Review Monitor progress toward targets, adjust as necessary	Adopt Budget Monitor progress toward targets, adjust as necessary	FENIX Financial module launches Monitor progress toward targets, adjust as necessary