

Personal Services – Snapshot to Snapshot Calculation Summary

LEGISLATIVE FINANCE COMMITTEE

SEPTEMBER 15, 2022

Personal Services – Snapshot to Snapshot

In preparation for the 2023 Legislative Session, the Legislative Fiscal Division has begun estimating the budget request for personal services. The starting point of this estimate is a “snapshot to snapshot” calculation, which captures changes to salaries.

The process used to establish the budget for personal services utilizes a “snapshot” of actual salaries for authorized full time equivalent positions (FTE) as they existed just prior to budget development. The “snapshot” captures:

- Annualization of costs of legislative pay plans
- Changes to longevity pay due to salary increases
- Management decisions such as promotions, market, retention, or performance pay adjustments, or hiring decisions that impact personal services
- Budget modifications that move FTE to other programs or transfer funding to or from personal services

The snapshot does not include benefit changes as those are calculated separately as part of the budgeting process.

The table on the last page of this memo summarizes the changes to actual salaries for all state agencies between the snapshot taken in July 2020 for the 2023 biennium and the snapshot taken in July 2022 for the 2025 biennium. The changes are grouped into categories including:

- Legislatively approved changes – longevity changes, legislatively approved salary adjustments, and annualization of costs associated with the 2021 pay plan adopted by the legislature
- Management approved changes – management decisions that adjust employee pay. This includes raises or changes that adjust a position pay, such as hiring FTE at a lower rate to replace long-term staff
- Budget modifications – transfer of personal services between programs within an agency or operating plan transfers that occurred during the interim impacting the amount of the personal services

The change between the salaries in each snapshot are presented as the change to the annual salary, without benefit costs included. Vacant positions as of July 13th are included in the snapshot and, for executive branch agencies, are funded at 85.0% of the market rate established for the positions.

Next Steps

Over the next few months, the LFD will further refine this calculation, which will result in adjustments to the current categories outlined above. As discussed, the snapshot calculation is only a portion of the calculation used to establish the budget request for personal services. Changes to benefit amounts such as workers' compensation, state unemployment insurance, and vacancy savings, if any, will be added to this calculation at a later date. This estimate is preliminary and expected to change as we get closer to the 2023 Legislative Session.

Snapshot to Snapshot Summary

Agency	Legislative Changes	Management Changes	Budget Modifications	Total Personal Services Changes
SECTION A - GENERAL GOVERNMENT				
11040 LEGISLATIVE BRANCH	772,962	464,305	-	1,237,267
11120 CONSUMER COUNCIL	23,729	5,253	-	28,982
31010 GOVERNORS OFFICE	187,490	(94,185)	-	93,305
32020 POLITICAL PRACTICES	7,866	12,045	-	19,911
34010 STATE AUDITOR	127,781	513,526	-	641,307
58010 REVENUE	830,018	538,809	-	1,368,827
61010 ADMINISTRATION	197,242	215,631	(93,688)	319,185
65010 COMMERCE	60,871	100,132	-	161,003
66020 LABOR AND INDUSTRY	885,224	762,647	-	1,647,871
67010 MILITARY AFFAIRS	<u>276,498</u>	<u>647,222</u>	-	<u>923,720</u>
SECTION A - TOTAL	3,369,681	3,165,385	(93,688)	6,441,378
SECTION B - PUBLIC HEALTH AND HUMAN SERVICES				
69010 PUBLIC HEALTH AND HUMAN SERVICES	<u>3,594,331</u>	<u>7,765,409</u>	-	<u>11,359,740</u>
SECTION B - TOTAL	3,594,331	7,765,409	-	11,359,740
SECTION C - NATURAL RESOURCES AND TRANSPORTATION				
52010 FISH WILDLIFE AND PARKS	1,031,911	1,305,409	-	2,337,320
53010 ENVIRONMENTAL QUALITY	495,284	(89,555)	-	405,729
54010 TRANSPORTATION	2,739,619	2,540,745	-	5,280,364
56030 LIVESTOCK	190,060	307,924	-	497,984
57060 NATURAL RESOURCES AND CONSERVATION	711,779	834,304	-	1,546,083
62010 AGRICULTURE	<u>155,181</u>	<u>444,051</u>	-	<u>599,232</u>
SECTION C - TOTAL	5,323,834	5,342,878	-	10,666,712
SECTION D - JUDICIAL BRANCH, LAW ENFORCEMENT				
21100 JUDICIARY	2,267,642	(8,410)	-	2,259,232
41100 JUSTICE	1,497,861	1,377,521	-	2,875,382
42010 PUBLIC SERVICE COMMISSION	73,018	184,729	-	257,747
61080 PUBLIC DEFENDER	399,380	1,970,855	-	2,370,235
64010 CORRECTIONS	<u>1,656,302</u>	<u>2,498,210</u>	<u>136,431</u>	<u>4,290,943</u>
SECTION D - TOTAL	5,894,203	6,022,905	136,431	12,053,539
SECTION E - EDUCATION				
35010 OFFICE OF PUBLIC INSTRUCTION	210,751	95,573	(62,034)	244,290
51010 BOARD OF PUBLIC EDUCATION	3,666	(3,542)	-	124
51020 COMMISSIONER OF HIGHER ED	97,332	180,132	51,897	329,361
51130 SCHOOL FOR THE DEAF AND BLIND	120,289	(148,900)	-	(28,611)
51140 ARTS COUNCIL	10,847	(980)	-	9,867
51150 STATE LIBRARY	52,766	412,531	-	465,297
51170 HISTORICAL SOCIETY	<u>81,476</u>	<u>256,758</u>	-	<u>338,234</u>
SECTION E - TOTAL	577,127	791,572	(10,137)	1,358,562
TOTAL	18,759,176	23,088,149	32,606	41,879,931