

# Issue Analysis Form



**Date:** July 12, 2022  
**Item:** Position Control Chart Change  
**Lead Department(s):** County Administration, Human Resources & Finance  
**Contact Person(s):** Jeffrey Stoke, Corrie Hurt & Betsy Drewry

## Description and Current Status

The Board included as one of the County's Strategic Goals hiring a dedicated Public Information Officer. This position will foster the goal of having a better informed community and provide more consistent messaging from the Prince George County government.

Staff is requesting to advertise and hire this position as soon as possible.

The position addition will require modifications to the adopted FY2022-2023 Position Control Chart. This added position, [assuming a September 1 hire date](#), will have an estimated impact of \$75,093 on the FY2022-2023 budget, and the projected source of funding is from the **Economic Development Fund contingency**. The requested amendment/transfer is detailed below among accounts within the 2022-2023 budget.

<u>FUND/ORGANIZATION</u>	<u>AMOUNT</u>
<b>Budget Amendment:</b>	
<i>Economic Development Fund</i>	
<i>Expenditure – Increase:</i>	
<b>Economic Development</b>	
0215-08-301-2151-41100	Econ Dev Salaries \$51,939.00
0215-08-301-2151-42100	Econ Dev FICA SS/Medicare \$ 3,973.00
0215-08-301-2151-42210	Econ Dev VRS Retirement \$ 8,539.00
0215-08-301-2151-42300	Econ Dev Health Insurance \$ 9,625.00
0215-08-301-2151-42400	Econ Dev Group Life Insurance \$ 696.00
0215-08-301-2151-42500	Econ Dev Disability Insurance \$ 274.00
0215-08-301-2151-42700	Econ Dev Worker's Compensation \$ 47.00
	<b>SUB-TOTAL \$75,093.00</b>
0215-08-301-2151-49199	Econ Dev Fund Contingency (75,093.00)

**Board Action Requested:** Approve modification to the FY2022-2023 Position Control Chart and transfer from Economic Development Fund Contingency. A draft resolution is attached for board review and consideration.

**Government Path**

- Does this require IDA action?  Yes  No
- Does this require BZA action?  Yes  No
- Does This require Planning Commission Action?  Yes  No
- Does this require Board of Supervisors action?  Yes  No
- Does this require a public hearing?  Yes  No
- If so, before what date?  Yes  No

**Fiscal Impact Statement**

The fiscal impact anticipated for FY2022-2023 is \$75,093 if addition approved as presented / requested. The source of funding is Economic Development Fund Contingency [the FY22/23 adopted Econ Dev Contingency is \$428,466].

**County Impact**

Addition of this position will lead to more effective and consistent messaging to citizens.

**Notes**