



AGENDA ITEM

Consent Agenda

REPORT TO: Work Session (08/08/22)

REPORT TO: Voting Meeting (08/11/22)

ITEM NO: 397/2022

SUBJECT: Approve the renewal of the FY 2023 Memorandum of Understanding and amend the FY 2022 Memorandum of Understanding with the University of Georgia (UGA) Extension for Cooperative Extension services and personnel; authorize the Chairman to execute all related documents, subject to the review and approval by County Attorney.

Meetings:

Work Session Date: 08/08/22

Voting Meeting Date: 08/11/22

Executive Summary:

Presenter: ZP

Recommendation:

Approve

Purpose of Request:

Renew the existing Memorandum of Understanding and approve multiple Request for Verification of Position Funding for New and Replacement Positions with UGA Extension for Cooperative Extension Services. The FY 2023 renewal maintains all existing terms and conditions, but with modifications to the contract budget amount due to the Hall County Extension Coordinator position moving to a UGA faculty position. Additionally, the FY 2022 contract budget amount is being amended by \$2,487.00 to compensate the County Agent for administrative responsibilities effective January 1, 2022. Additionally, we request the Board to authorize the Chairman to execute all related documents, subject to the review and approval by the County Attorney.

History:

On May 27, 2021 the Hall County Board of Commissioners approved and executed a Memorandum of Understanding (MOU) with the Board of Regents of the University System of Georgia on behalf of the University of Georgia (UGA) Extension for Cooperative Extension Services and Personnel. This MOU outlines the operating requirements for the Hall County Extension Services and personnel arrangement between cooperative contract pay and county funded extension personnel.

Facts and Issues:

Options:

The University of Georgia Extension Services has requested modifications to the staffing arrangement as part of the FY 2023 budget agreement. The current 100% Hall County 4-H Extension Coordinator position would move to a UGA faculty position, requiring UGA to provide all salary and benefits for this position moving forward. Reimbursement for a portion of this position's salary and benefits (57%) would be reimbursed by Hall County quarterly as outlined in the current existing MOU. Additionally, as part of this proposal, the existing Hall County 4-H Extension Coordinator position that is being moved to UGA is being reclassified to a 4-H County Extension Program Assistant (CEPA). This position is a lesser grade than the previous Hall County 4-H Extension Coordinator position. These modifications are budget and position control neutral for the FY 2023 Operating Budget in the General Fund - Department 182 - County Agent. Finally, the FY 2022 contract budget is being amended by \$2,487.00 to appropriately fund an increase in compensation for the County Agent related to additional administrative duties that were effective January 1, 2022.

Funding Requested \$ 216,848.00
Are funds within current budget? Yes
Source of Funds General Fund
Does the action involve a Resolution, Ordinance, Contract, Agreement, etc.? Yes
Has it been reviewed by the County Attorney? Yes
Is there a deadline for this item? 2022-08-11

Approvals:

Approve	Budget	Finance	Attorney
ZP	EW	WG	WLI
Administration		Clerk	
ZP		AO	

Attachments:

- Financial Supplement
- UGA-Hall County BOC FY 2022 Contract Amendment
- UGA-Hall County BOC FY 2023 Contract Renewal
- Request for Verification Form - New UGA 4-H Extension Agent from 100% Hall County Position
- Hall 4-H CEPA Request for Verification of Position Funding Aug 2022



**HALL COUNTY BOARD OF COMMISSIONERS
FINANCIAL SUPPLEMENT REPORT**

AGENDA ITEM 397/2022

Funds Requested: \$ 216,848.00

Request Budgeted: Yes

Proposed Source of Funding:

Budget Transfer Requested:

General Fund

Yes

Funding Source Items:

Fiscal Year	Fund	Division	Account	Amount
2022	001 - GENERAL	182 - COUNTY AGENT	4419 - TECHNICAL & PROFESSIONAL	\$2,487.00
2023	001 - GENERAL	182 - COUNTY AGENT	4419 - TECHNICAL & PROFESSIONAL	\$152,008.00
2023	001 - GENERAL	182 - COUNTY AGENT	4104 - SALARIES	\$32,500.00
2023	001 - GENERAL	182 - COUNTY AGENT	4110 - F.I.C.A.	\$2,487.00
2023	001 - GENERAL	182 - COUNTY AGENT	4131 - RETIREMENT	\$2,600.00
2023	001 - GENERAL	182 - COUNTY AGENT	4121 - HEALTH INSURANCE	\$24,766.00

Budget Transfer Items:

Fiscal Year	Fund	Division	Account	Amount
2023	001 - GENERAL	182 - COUNTY AGENT	4104 - SALARIES	\$24,000.00
2023	001 - GENERAL	182 - COUNTY AGENT	4419 - TECHNICAL & PROFESSIONAL	\$24,000.00

Additional Information/Comments:

Both FY 2022 and FY 2023 contract and position modifications are budget neutral, and therefore, it is not necessary to increase to the department budget nor position control. The budget transfer outlined above for FY 2023 is to move funding from the salary account line to the technical & professional account line to appropriately fund the 4-H Extension Coordinator position moving from 100% Hall County to a UGA position and partially funded by Hall County through quarterly reimbursements.

Contact for Questions: ZPH

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