

INTERNAL SERVICE FUNDS

Description The Internal Service Funds account for the financing of goods and services provided by programs or activities on a cost reimbursement basis. The Internal Service Funds include the Risk Management Fund, the Health Benefits Fund and the Equipment Services Fund.

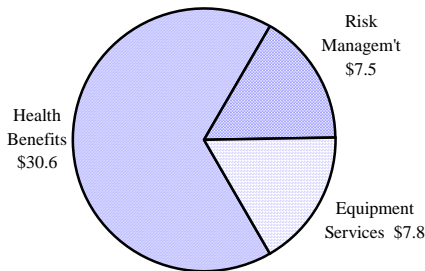
Revenue and Expenditure Summaries – Internal Service Funds

Internal Service Funds Revenue Summary

Budget 2005-2006

\$45,909,975

(in millions)

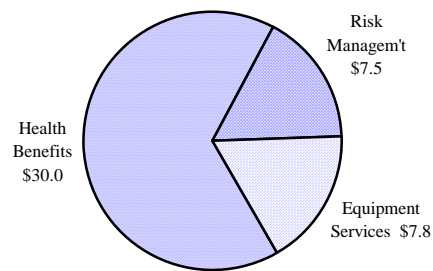


Internal Service Funds Expense Summary

Budget 2005-2006

\$45,324,859

(in millions)



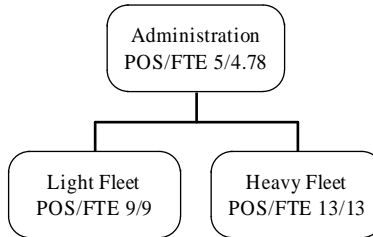
Revenue Summary – Internal Service Funds

Enterprise Fund Revenue	Actual 2003-2003	Actual 2003-2004	Estimated 2004-2005	Final Budget 2005-2006	\$ Change from Prior Year	% of All Revenues FY 2005-2006
Equipment Services	7,816,272	6,291,798	6,646,719	7,757,364	1,110,645	16.90%
Health Benefits	23,389,489	25,464,665	27,863,000	30,623,566	2,760,566	66.70%
Risk Management	5,914,135	8,263,745	6,437,354	7,529,045	1,091,691	16.40%
Total	37,119,896	40,020,208	40,947,073	45,909,975	4,962,902	100.00%

Expenditure Summary – Internal Service Funds

Enterprise Fund Expenditure	Actual 2003-2003	Actual 2003-2004	Estimated 2004-2005	Final Budget 2005-2006	\$ Change from Prior Year	Expenditures FY 2005-2006
Equipment Services	6,397,638	6,670,538	7,505,511	7,805,389	299,878	17.22%
Health Benefits	21,680,651	24,329,900	25,589,284	29,991,101	4,401,817	66.17%
Risk Management	6,459,068	5,171,098	6,668,569	7,528,369	859,800	16.61%
Total	34,537,357	36,171,536	39,763,364	45,324,859	5,561,495	100.00%

EQUIPMENT SERVICES FUND



Total Positions/Full Time Equivalents 27/26.78

Mission The mission of the Equipment Services Division is to provide cost effective, safe, dependable equipment to County departments to meet their transportation and operations requirements.

Description Internal Service Fund created to account for revenues received and expenditures made for the maintenance, repair, purchase and replacement of fleet vehicles and specialized large equipment used by Washoe County departments. Equipment Services is a division of the Public Works Department.

Fiscal Summary Revenues	2002-2003 Actual	2003-2004 Actual	2004-2005 Adopted Budget	2004-2005 Estimate to Complete	2005-2006 Final Budget	\$ Change From 04/05 Adopted to 05/06 Final
Charges for Services	6,656,300	6,094,498	6,516,000	6,505,019	7,417,364	901,364
Investment Earnings	195,465	167,548	125,000	141,700	150,000	25,000
Transfers In	964,507	29,752	0	0	190,000	190,000
Total	7,816,272	6,291,798	6,641,000	6,646,719	7,757,364	1,116,364

Fiscal Summary Expenditures	2002-2003 Actual	2003-2004 Actual	2004-2005 Adopted Budget	2004-2005 Estimate to Complete	2005-2006 Final Budget	\$ Change From 04/05 Adopted to 05/06 Final
Salaries and Wages	1,265,909	1,247,638	1,352,630	1,321,056	1,442,982	90,352
Employee Benefits	397,362	415,245	487,983	460,867	511,037	23,054
Services and Supplies	2,806,687	2,856,536	3,052,749	3,373,588	3,501,370	448,621
Depreciation	1,927,680	2,151,119	2,350,000	2,350,000	2,350,000	0
Interest Expense	0	0	0	0	0	0
Transfers	0	0	0	0	0	0
Total	6,397,638	6,670,538	7,243,362	7,505,511	7,805,389	562,027

Long Term Goals

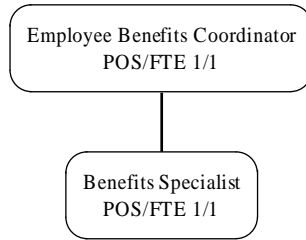
- Increase utilization and reduce overall fleet size in response to stabilizing growth and downsize equipment.
- Maintain an accurate billing structure for Equipment Services and provide timely reporting to user departments.
- Continuous achievement of compliance with clean emission standards and use of alternative fuels.

Accomplishments for Fiscal Year 2004-2005

- Provided valuable Equipment Services billing rate and utilization data to user departments enabling them to manage fleet operations and size while monitoring individual fleet user costs.
- ESD has removed, without replacement, 37 vehicles, trucks, and various pieces of equipment over a two year period.
- Encourage and expand use of hybrid gasoline/electric vehicles within the fleet with the purchase of the County's first three four-wheel-drive SUVs.
- The multi-purpose concept of the Washoe transfer system was expanded to include "hooklift systems" allowing for a single chassis to "hook" various beds to enable different jobs to be accomplished. Transition from one bed to another is done in less than 5 minutes and allows for greater utilization over single function equipment.
- A centralized parts inventory control and purchasing warehouse on Longley Lane has allowed for more efficient parts acquisition, cost control, and provides vendors with a single point of contact.

Department Objective	Measure	FY 03-04 Actual	FY 04-05 Estimate	FY 05-06 Projected
Perform equipment PM's as scheduled.	# of vehicle PM's/ESD	1,327	1,575	1,610
	# of PM's/A	1,020	995	1,015
	# of PM's/B	203	225	233
	Other PM's (smog/odometer calib)	104	355	362
	Avg. cost of PM/A	\$167	\$158	\$161
	Avg. cost of PM/B	\$248	\$237	\$244
Perform other maintenance on equipment as needed.	Total # of ESD repair orders	8,337	9,230	9,200
	Light Equipment	4,144	4,432	4,430
	Heavy Equipment	4,193	4,798	4,770
	Avg. cost of R/O:			
	Light Equipment	\$270	248	\$258
	Heavy Equipment	\$453	\$465	\$480

HEALTH BENEFITS FUND



Total Positions/Full Time Equivalents 2/2

Mission The mission of the Health Benefits Division is to provide access to comprehensive health care services for Washoe County employees, retirees, and their eligible dependents in a safe, efficient, and cost effective manner.

Description The Health Benefits Fund was established pursuant to NRS 287.010 to provide health benefits for County employees, dependents and retirees through a self-funded health plan and contractual health insurance plans. The Fund includes medical, dental, prescription drug, vision and life insurance. The Fund also provides wellness events and services to participants. Health Benefits is a division of the Finance Department.

Fiscal Summary Revenues	2002-2003 Actual	2003-2004 Actual	2004-2005 Adopted Budget	2004-2005 Estimate to Complete	2005-2006 Final Budget	\$ Change From 04/05 Adopted to 05/06 Final
Charges for Services	19,714,161	21,859,581	24,128,000	24,833,000	26,882,000	2,754,000
Investment Earnings	149,685	168,589	70,000	150,000	70,000	0
Transfers In	3,525,643	3,436,495	2,880,000	2,880,000	3,671,566	791,566
Total	23,389,489	25,464,665	27,078,000	27,863,000	30,623,566	3,545,566

Fiscal Summary Expenditures	2002-2003 Actual	2003-2004 Actual	2004-2005 Adopted Budget	2004-2005 Estimate to Complete	2005-2006 Final Budget	\$ Change From 04/05 Adopted to 05/06 Final
Salaries and Wages	106,466	112,240	119,923	120,547	126,234	6,311
Employee Benefits	31,677	32,725	37,343	40,537	41,820	4,477
Services and Supplies	21,542,508	24,184,935	26,662,200	25,428,200	29,823,047	3,160,847
Total	21,680,651	24,329,900	26,819,466	25,589,284	29,991,101	3,171,635

Long Term Goals

- Provide County employees, dependents and retirees with a high quality health benefits program at the lowest possible cost.
- Provide wellness education to promote healthy lifestyles.
- Provide assistance to employees, dependents and retirees in accessing health care in the most efficient, cost-effective manner, through educational programs and interfacing between employees and health care providers to ensure proper communication and prompt delivery of services.

Goals for Fiscal Year 2005-2006

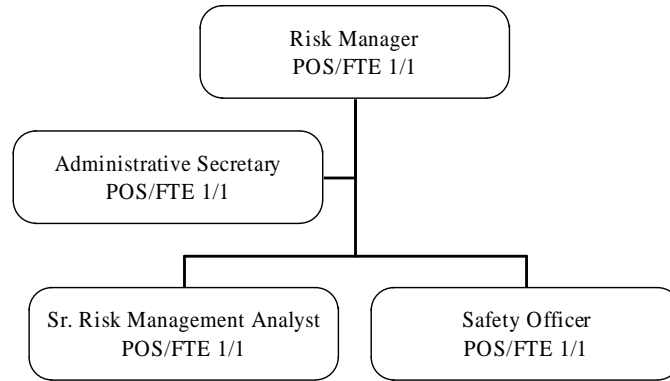
- Work with the Wellness Task Force to establish a progressive wellness program with broad participation by County employees.
- Establish direct on-line access for employees to claims information through our contracted claims administrator.

Accomplishments for Fiscal Year 2004-2005

- Negotiated and implemented changes to the Health Benefit Plan, effective July 1, 2004.
- Worked with management and other representatives to create a Wellness Task Force.
- Increased participation in the Health Fairs by 20%.

Department Objective	Measure	FY 03-04 Actual	FY 04-05 Estimate	FY 05-06 Projected
Communicate county benefit programs to new employees through New Employee Orientation programs in cooperation with Human Resources.	# of orientations meetings held	10	12	12
	# of new or current employees attending	173	270	250
Communicate County benefit programs, alternatives and changes to employees through annual open enrollment meetings.	# of meetings held	3	4	4
	# of employees attending	63	100	100
Provide County employees with a Health Fair each year to promote healthy lifestyles through education and measurements of certain health factors.	# of employees attending each Health Fair	597	591	650
	# of first time attendees	205	233	200

RISK MANAGEMENT FUND



Total Positions/Full Time Equivalents 4/4

Mission The mission of the Risk Management Division is to protect the County from financial loss due to risks inherent in county operations by taking measures to eliminate or reduce such risks and/or by administering coverage for exposure to liabilities associated with risks.

Description The Risk Management Division self-administers all claims against the County for bodily injury and property damage liability; investigates and settles all claims involving damage to County property; monitors and settles all complaints resulting in litigation against the County; administers the County's self-insured workers' compensation program; provides safety inspections of all County facilities and safety training for employees; and reviews all contracts to insure that the County has been properly indemnified for actions of the contractor that may result in injury. Risk Management is a division of the Finance Department.

Fiscal Summary Revenues	2002-2003 Actual	2003-2004 Actual	2004-2005 Adopted Budget	2004-2005 Estimate to Complete	2005-2006 Final Budget	\$ Change From 04/05 Adopted to 05/06 Final
Charges for Services	1,808,509	2,592,694	3,917,854	3,897,354	7,299,045	3,381,191
Miscellaneous	21,547	33,875	7,500	40,000	30,000	22,500
Investment Earnings	180,692	171,899	100,000	200,000	200,000	100,000
Transfers In	3,903,387	5,465,277	2,300,000	2,300,000	0	-2,300,000
Total	5,914,135	8,263,745	6,325,354	6,437,354	7,529,045	1,203,691

Fiscal Summary Expenditures	2002-2003 Actual	2003-2004 Actual	2004-2005 Adopted Budget	2004-2005 Estimate to Complete	2005-2006 Final Budget	\$ Change From 04/05 Adopted to 05/06 Final
Salaries and Wages	253,101	270,244	273,344	275,769	296,066	22,722
Employee Benefits	69,698	79,075	83,362	87,016	86,610	3,248
Services and Supplies	6,136,269	4,821,779	5,904,340	6,305,784	7,145,693	1,241,353
Total	6,459,068	5,171,098	6,261,046	6,668,569	7,528,369	1,267,323

Long Term Goals

- Reduce the frequency and severity of workplace injuries through effective training and education of County employees regarding workplace safety and emerging safety issues.
- Expand and improve the process for the investigation, defense, and settlement of claims against Washoe County.

Goals for Fiscal Year 2005-2006

- Develop a new actuarially sound budget process to allocate property, liability, unemployment, and workers' compensation costs to County departments.
- Work with other public entities to implement an alternative insurance solution, such as a risk pool or purchasing group, for workers' compensation excess insurance.
- Develop a new Defensive Drivers Training program.

Accomplishments for Fiscal Year 2004-2005

- Developed and implemented a 15-Passenger Van Safety Training program.
- Purchased and installed 47 Automatic External Defibrillators (AEDs) in County facilities and vehicles.
- Developed a Back Safety training program and completed some training.
- Developed a budget process to allocate property and liability losses to County departments.
- Developed new guidelines for annual physicals for Sheriff's Deputies to address predisposing heart and lung conditions.

Department Objective	Measure	FY 02-03 Actual	FY 03-04 Estimate	FY 04-05 Projected
Work with county departments and other public agencies to develop mutually agreeable contract language and provisions reducing potential liability.	# of contracts/agreements negotiated to protect the County and other public agencies from potential liability.	441	445	450
Set up computer work stations for County employees to reduce potential work related injuries; supply foot rests and monitor stands as needed.	# of work stations set up	98	100	100
	# of computer related injuries	4	4	4
Conduct safety inspections of County facilities to provide a safe and healthful work environment for County employees.	# of safety inspections conducted	29	65	85
Provide Driver's Training to new employees and employees who drive over 5,000 miles per year.	# of new employees trained	30	60	60
	# of current employees trained	97	250	250
	# of vehicle accidents	172	180	150
Actively pursue subrogation claims to recover money for damage to County property or injuries to County employees.	# of subrogation claims handled	33	48	35
	% of successful subrogations	81%	80%	82%
	Amount collected	\$59,132.60	\$62,800	\$55,000
Contact each active County employee who has a lost time industrial injury.	# of active employees contacted	6	10	10
	# of lost time claims	6	10	10