



Legislation Text

File #: 24-2588, **Version:** 1

Department: County Administration

Department Head/Elected Official: Leah Barton

Regular or Supplemental RCA: Regular RCA

Type of Request: Position

Project ID (if applicable): ARPA_INTADMIN

Vendor/Entity Legal Name (if applicable): N/A

MWDBE Contracted Goal (if applicable): N/A

MWDBE Current Participation (if applicable): N/A

Justification for 0% MWDBE Participation Goal: N/A - Goal not applicable to request

Request Summary (Agenda Caption):

Request by the Office of County Administration for approval of four positions effective May 4, 2024 in support of the American Rescue Plan Act (ARPA) Local Fiscal Recovery Fund program administration, with a total budget of \$1,927,236.

Background and Discussion:

In 2021, the U.S. Treasury allocated \$915.5 million in Coronavirus Local Fiscal Recovery Funds to Harris County. Since then, Commissioners Court has approved over \$870 million in program spend across over 80 projects, with more under development. Currently, limited internal resources are dedicated to program administration. Additional support is required to ensure programs deliver target outcomes and fully comply with US Treasury regulations.

Creation of four roles is requested:

- Manager, ARPA PMO Jobs & Education
- Analyst, ARPA PMO Health
- Analyst, ARPA PMO Housing
- Analyst, ARPA PMO Jobs & Education

Expected Impact: Improved speed of project launch and delivery of ARPA priority outcomes; reduced third-party consulting costs.

Alternative Options: Increase consulting spend at higher cost.

Alignment with Goal(s):

- ☐ Justice and Safety
☒ Economic Opportunity
☒ Housing
☒ Public Health
☐ Transportation
☐ Flooding
☐ Environment
☒ Governance and Customer Service

Prior Court Action (if any):

Date	Agenda Item #	Action Taken
5/18/2021	5	Request for approval of two ARPA positions
6/8/2021	7	Acceptance of initial Local Fiscal Recovery Funds
2/22/2022	13	Request for approval of two ARPA PMO positions
11/15/2022	9	Request to transfer one position to OMB
6/6/2023	12	Request to approve three ARPA PMO positions

Location:

Address (if applicable): 1001 Preston, Houston TX77002

Precinct(s): Countywide

Fiscal and Personnel Summary

Service Name	Oversight and Coordination			
	Current Fiscal Year Cost			Annual Fiscal Cost
	Labor	Non-Labor	Total	Recurring Expenses

Funding Sources**Existing Budget**

Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Total Current Budget	\$	\$	\$	\$

Additional Budget Request (*Requires Fiscal Review Request Form*)

2651 - American Rescue Plan 2021	\$167,683	\$79,661	\$247,344	\$593,770
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Total Additional Budget Request	\$167,683	\$79,661	\$247,344	\$593,770
Total Funding Request	\$167,683	\$79,661	\$247,344	\$593,770

Personnel (Fill out section only if requesting new PCNs)

Current Position Count for Service	6	-	-	-
Additional Positions Request	4	-	-	-
Total Personnel	10	10	10	10

Anticipated Court Date: April 23, 2024

Anticipated Implementation Date (if different from Court date): May 4, 2024

Emergency/Disaster Recovery Note: COVID-19 related item

Contact(s) name, title, department: Romeo Solis, Director, ARPA PMO, Office of County Administration

Attachments (if applicable): Forms 3441