

Ms. Perla Tabares Hantman, Vice Chair

**SUBJECT: EXPLORE WORKFORCE MANAGEMENT TOOLS TO ENHANCE THE ACCOUNTABILITY ASSOCIATED WITH OVERTIME CHARGES**

**COMMITTEE: INNOVATION, EFFICIENCY AND GOVERNMENTAL RELATIONS**

**LINK TO DISTRICT**

**STRATEGIC PLAN: REFORM BUSINESS PRACTICES TO ENSURE EFFICIENCY, EFFECTIVENESS, AND HIGH ETHICAL STANDARDS.**

In the Auditor General's Report No. 2008-158, issued in March 2008, and covering Miami-Dade County Public Schools' financial and operational practices, there were two findings related to the District's current procedures associated with the authorization, payment and justification of overtime expenditures. It was further reported that between 2004 and 2007 this District spent \$75.5 million on overtime without evidence that a careful cost-benefit analysis had been conducted to study possible alternatives to overtime payments. As such it is prudent, during this period of financial urgency, to direct the administration to explore the feasibility of implementing a more stringent program of accountability for the use of overtime.

Therefore, the administration should explore the availability of workforce management tools, whether they be software or equipment-based, which will improve the reporting of personnel expenditures, allow for the regular review and analysis of trends in staff attendance and overtime needs, and will ensure the accuracy of overtime reporting. Additionally, as the District is currently in the process of implementing an Enterprise Resource Planning (ERP) system for the purpose of making business processes more efficient, the time is right to explore technology-based solutions to the issue of staffing efficiency, attendance, accountability and performance which may be integrated into, or which will be complementary to, the ERP system currently being designed. The expectation is that the implementation of any such program improvement would generate a long term cost savings to the District which would far exceed any expenditure required for the initial acquisition of the management tool(s).

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**ACTION PROPOSED BY  
MS. PERLA TABARES HANTMAN:**

That the School Board of Miami-Dade County, Florida direct the Superintendent to explore and report to the Board by the July 15, 2008 meeting, regarding the availability and costs of workforce management tools designed to enhance the accountability associated with the justification, authorization and monitoring of overtime charges accrued by the District, in accordance with the recommendations found in the Auditor General's Report No. 2008-158 to enhance our procedures in this area.