



STATE OF TENNESSEE

DEPARTMENT OF CHILDREN'S SERVICES

Business Justification: Voluntary Buyout Plan (VBP) 2015

I. Executive Summary

The following information is being submitted on behalf of the Tennessee Department of Children's Services (DCS). This document is organized by first stating the Unit or Division for reorganization. Next, a brief summary of the business reasons for choosing each group for participation in the Voluntary Buyout Program (VBP). This rationale is based upon the premise that these changes to our workforce will result in maintaining our essential services while still resulting in significant cost savings to the State.

We have identified classifications within Central Office Juvenile Justice and Facilities Maintenance as VBP-eligible for the following reasons:

- Juvenile Justice, Office of JJ Deputy has underutilization of support staff; duties have been distributed to other staff.
- Central Office, JJ Other Support Services has an imbalance of administrative support; duties can be absorbed by other staff.
- Facilities Management has several leadership positions that are classified incorrectly.

Note: This agency plan identifies positions within Facilities Management that DCS presently believes will need to be eliminated or reclassified downward (to a lower pay level), regardless of whether VBP-eligible employees elect the VBP. However, no position eliminations or reclassifications will occur until after VBP participants have separated from employment on July 31, 2015. Any position eliminations or the like will be conducted in accordance with State law, including notice requirements.

Business Justification and Assessment

Reorganization of the Division of Juvenile Justice:

The Division of Juvenile Justice operates 3 hardware secure youth development centers (YDCs) for male children who have been adjudicated delinquent and have committed serious offenses.

Juvenile Justice, Office of JJ Deputy

Juvenile Justice examined support provided and determined that workload efficiency needed to be addressed. Over time, the vast majority of the duties originally assigned to this job classification have been increasingly performed by other staff. Therefore, the following position can be eliminated:

- MH/IDD Standards Coordinator

Central Office JJ Other Support Services

Currently there are (2) secretarial support staff in Central Office JJ Support Services. Due to workload, the office can function adequately with one employee providing secretarial support. The support duties can be consolidated which will result in the elimination of the following position:

- Administrative Secretary

Note: DCS presently intends not to make any changes in its structure as to these classifications should either of the two eligible employees not elect to participate in the VBP.

Reorganization of the Division of Facilities Management:

The Division of Facilities Management is responsible for directing, building and grounds maintenance at very large, complex facilities and the maintenance and repair of a large amount of equipment and machinery.

Facilities Management

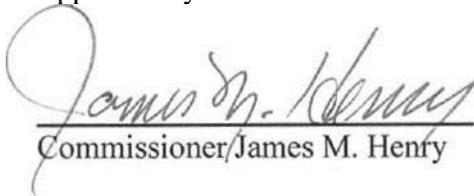
Office of the Commissioner examined the job classification of this position and determined it needed to be corrected. Due to a previous reorganization, the below positions were moved from Information Technology to Facilities without reclassification. Therefore the following positions can be eliminated or reclassified:

- Facility Management & Support: Information Systems Manager 3
- Facility Management & Support: Information Systems Manager 1 (2 positions)

Should any an insufficient number eligible employees apply for or be accepted to participate in the VBP, then DCS presently believes that the facilities management positions identified herein will need to be eliminated or reclassified downward (to a lower pay level) regardless of whether VBP-eligible employees elect the VBP. However, no position eliminations, relocations or reclassifications will occur until after VBP participants have separated from employment on July 31, 2015. Any position eliminations or the like will be conducted in accordance with State law, including notice requirements..

III. Estimated Net Cost Savings — (See Attached)

Approved by:



Commissioner/James M. Henry

Date: 5/12/15