

**BOARD OF L+I REVIEW  
FISCAL YEAR 2019 BUDGET TESTIMONY**

**DEPARTMENT MISSION & PLANS**

**Mission:** To ensure timely hearings of property violations issued by the Department of Licenses and Inspections and, in some instances, other city agencies, such as the Water Department and the Art and Historical Commissions.

**Plans for Fiscal Year 2019:** The Board of Licenses and Inspections Review will continue to afford citizens a process for the review of decisions made by the Department of Licenses and Inspections and in some cases, other departments. The Board of L+I Review also hears appeals of License and Firearm Permit disapprovals as well as Health and Property Maintenance Code violations. Decisions of the Board can be appealed to the Court of Common Pleas under the Local Agency Law.

**BUDGET SUMMARY & OTHER BUDGET DRIVERS**

<b>Staff Demographics Summary (as of December 2017)</b>				
	Total	Minority	White	Female
Number of Full-Time Staff	2	1	1	2
Number of Exempt Staff	0	N/A	N/A	N/A
Number of Executive Staff (deputy level and above)	0	N/A	N/A	N/A
Average Salary, Full-Time Staff	\$44,270	\$45,558	\$42,981	\$44,270
Median Salary, Full-Time Staff	\$44,270	\$45,558	\$42,981	\$44,270

<b>Employment Levels (as of December 2017)</b>		
	Budgeted	Filled
Number of Full-Time Positions	2	2
Average Salary of All Full-Time Positions	\$44,770	\$44,270
Median Salary of All Full-Time Positions	\$44,770	\$44,270

<b>General Fund Financial Summary by Class</b>						
	FY17 Original Appropriations	FY17 Actual Obligations	FY18 Original Appropriations	FY18 Estimated Obligations	FY19 Proposed Appropriations	Difference: FY19-FY18
Class 100 - Employee Compensation	\$159,201	\$148,864	\$161,349	\$157,913	\$162,284	\$4,371
Class 200 - Purchase of Services	\$10,436	\$9,000	\$10,436	\$10,436	\$10,436	\$0
	<b>\$169,637</b>	<b>\$157,864</b>	<b>\$171,785</b>	<b>\$168,349</b>	<b>\$172,720</b>	<b>\$4,371</b>

The Board of L + I Review has no professional services contracts.

## **PROPOSED BUDGET OVERVIEW**

### **Proposed Funding Request:**

The proposed Fiscal Year 2019 General Fund budget totals \$172,720, an increase of \$4,371 over Fiscal Year 2018 estimated obligation levels. The additional funding is the result of the District Council 33 wage increase and the restoration of prior budget reductions.

The proposed budget includes:

- \$162,284 in Class 100, a \$4,371 increase over FY18. The additional funding is the result of the District Council 33 wage increase and the restoration of prior budget reductions. Class 100 funds also pay for fees to Board members.
- \$10,436 in Class 200, which represents no increase over FY18.

Board of L+I Review

**STAFFING LEVELS**

The department is requesting two budgeted positions for FY19, which represents no increase over FY18.

**NEW HIRES**

The Board of L + I Review has no new hires to report.

Board of L+I Review

**PERFORMANCE, CHALLENGES, AND INITIATIVES**

N/A

Board of L+I Review

**OTHER BUDGETARY IMPACTS**

**Federal and State (Where Applicable)**

N/A

Board of L+I Review

**CONTRACTING EXPERIENCE**

The Board of L + I Review has no professional services contracts.

**EMPLOYEE DATA**

<b>Staff Demographics (as of December 2017)</b>				
<b>Full-Time Staff</b>			<b>Executive Staff</b>	
	Male	Female	Male	Female
	African-American	African-American	African-American	African-American
<i>Total</i>	0	1	<i>Total</i>	0
<i>% of Total</i>	0%	50%	<i>% of Total</i>	0%
<i>Average Salary</i>	N/A	\$45,558	<i>Average Salary</i>	N/A
<i>Median Salary</i>	N/A	\$45,558	<i>Median Salary</i>	N/A
	White	White	White	White
<i>Total</i>	0	1	<i>Total</i>	0
<i>% of Total</i>	0%	50%	<i>% of Total</i>	0%
<i>Average Salary</i>	N/A	\$42,981	<i>Average Salary</i>	N/A
<i>Median Salary</i>	N/A	\$42,981	<i>Median Salary</i>	N/A
	Hispanic	Hispanic	Hispanic	Hispanic
<i>Total</i>	0	0	<i>Total</i>	0
<i>% of Total</i>	0%	0%	<i>% of Total</i>	0%
<i>Average Salary</i>	N/A	N/A	<i>Average Salary</i>	N/A
<i>Median Salary</i>	N/A	N/A	<i>Median Salary</i>	N/A
	Asian	Asian	Asian	Asian
<i>Total</i>	0	0	<i>Total</i>	0
<i>% of Total</i>	0%	0%	<i>% of Total</i>	0%
<i>Average Salary</i>	N/A	N/A	<i>Average Salary</i>	N/A
<i>Median Salary</i>	N/A	N/A	<i>Median Salary</i>	N/A
	Other	Other	Other	Other
<i>Total</i>	0	0	<i>Total</i>	0
<i>% of Total</i>	0%	0%	<i>% of Total</i>	0%
<i>Average Salary</i>	N/A	N/A	<i>Average Salary</i>	N/A
<i>Median Salary</i>	N/A	N/A	<i>Median Salary</i>	N/A
	Bilingual	Bilingual	Bilingual	Bilingual
<i>Total</i>	0	0	<i>Total</i>	0
<i>% of Total</i>	0%	0%	<i>% of Total</i>	0%
<i>Average Salary</i>	N/A	N/A	<i>Average Salary</i>	N/A
<i>Median Salary</i>	N/A	N/A	<i>Median Salary</i>	N/A
	Male	Female	Male	Female
<i>Total</i>	0	2	<i>Total</i>	0
<i>% of Total</i>	0%	100%	<i>% of Total</i>	0%
<i>Average Salary</i>	N/A	\$44,270	<i>Average Salary</i>	N/A
<i>Median Salary</i>	N/A	\$44,270	<i>Median Salary</i>	N/A



## LANGUAGE ACCESS

1) **Has your leadership received language access training?**

Language Access Training has been scheduled for April 24 and April 27.

2) **Do you currently have a language access coordinator?**

Yes, Kirk McClarren (Administrative Services Director, Department of Licenses and Inspections).

3) **Has your department written a language access plan and is it posted online?**

The Board is currently covered under the L+I departmental language access plan and it is currently posted online at:

<https://beta.phila.gov/documents/language-access-plans/>.

4) **Explain what your department has done to improve language access services over the past year.**

The Board has started to review all forms and publications to determine those that must be translated. Telephone translation equipment has been reviewed to ensure that all outdated equipment has been removed. All customer-facing employees in the Department have been scheduled for Language Access Training on April 24 and April 27.