

# Seattle Department of Human Resources

Kimberly Loving, Director

(206) 684-7999

<http://www.seattle.gov/personnel/>

## Department Overview

The Seattle Department of Human Resources (SDHR) is responsible for centrally setting the strategic direction for human resources services: identifying, hiring, and retaining the City's dynamic, diverse workforce, as well as developing and administering a compensation and benefits program to create a quality employee experience. SDHR also provides core human resources (HR) support services to all City employees. SDHR operations:

- create greater HR accountability and collaboration citywide so that consistent, cost-effective services are provided to all employees;
- provide full-service HR to 20 supported departments;
- ensure a culture of respect and dignity for all employees;
- develop consistent policies, improved services, and programs that enhance the workforce;
- provide executive recruitment and succession planning services.

SDHR establishes Citywide personnel rules; offers strategic consultative assistance to departments, policymakers and employees; and ensures department staff and managers receive information and resources required to meet business needs and legal requirements such as leave administration.

The **Director's Office** establishes Citywide personnel rules; offers strategic consultative assistance to departments, policymakers, and employees; provides internal fiscal management and budget development; and spearheads Citywide Human Resources policies and programs in partnership with the multi-departmental Human Resources Leadership Team (HRLT).

**Citywide Shared Administrative Services** administers Citywide quality and cost-effective employee benefits, including health care and workers' compensation; provides Citywide safety, classification/compensation and Workforce Analytics & Reporting services; and handles absence management.

**Citywide Labor Relations** develops and implements labor relations strategies in collaboration with labor management teams across the City and develops training in coordination with HR systems administration and operations, while bargaining the impacts of management strategy and philosophy with labor partners.

**Citywide Human Resources Investigations Unit and Learning & Development** HRIU responds to and thoroughly investigates employee allegations of harassment, discrimination, retaliation, and harassment-related misconduct in a manner which reflects an acknowledgement of the historical limitations of the employment law; utilizes the organizational alignment of the L&D Team's training resources and Cornerstone platform to provide proactive response to building a positive workplace culture across the City; provides employee compliance training resources and support; and the career development opportunities offered by L&D aim to encourage a culture of innovation, positively impact retention rates, and develop future City leaders.

**Human Resources Service Delivery** provides HR support to executive offices and direct HR services to 20 departments; strategic alignment with department HR leaders and staff; and a consistent network for HR practitioners across the City; provides talent recruitment to executive offices and direct recruitment to 20 departments; manages the NEO Gov software platform for Talent Management strategic alignment with department HR leaders and staff; provides a City focused standard for talent engagement, selection, and staffing accountability for equitable outcomes through the Talent, Experience, Alignment branded model of equitable recruiting practices.

### Personnel Compensation Trust Funds

# Seattle Department of Human Resources

The Seattle Department of Human Resources (SDHR) administers five Personnel Compensation Trust Funds related to employee benefits. These funds are managed through Citywide contractual obligations on behalf of employees and City departments. The administering department collects funds from other City departments, which are then paid out to various insurance companies, service providers, and individuals.

**Health Care Fund:** contains the revenues and expenses related to the City's medical, dental and vision insurance programs; Flexible Spending Account program; Employee Assistance Program; COBRA continuation coverage; and other healthcare related items. The City is self-insured for both the Aetna and Kaiser medical plans, the vision plan, and one dental plan and carries insurance for the remaining dental plan.

**Fire Fighters Health Care Fund:** was created to track fire fighter employee contributions previously held within the larger Health Care Fund. Fire fighter premium collections are distributed directly to the trust that provides fire fighters' healthcare.

**Industrial Insurance Fund:** captures the revenues and expenditures associated with the City's Workers' Compensation and Safety programs. Since 1972, the City of Seattle has been a self-insured employer as authorized under state law. The Industrial Insurance Fund receives payments from City departments to pay for these costs and related administrative expenses. Overall costs include fees levied by the Washington State Department of Labor and Industries, reinsurance premiums, and administrative costs to manage the program.

**Unemployment Insurance Fund:** contains the revenues and expenditures associated with the City's unemployment benefit and administration costs. The City is a self-insured employer with respect to unemployment insurance.

**Group Term Life Insurance Fund:** contains the revenues and expenses related to the City's group term life insurance, long-term disability insurance, and accidental death and dismemberment insurance plans.

## Budget Snapshot

	2023 Actuals	2024 Adopted	2025 Proposed	2026 Proposed
<b>Department Support</b>				
General Fund Support	24,029,731	26,151,592	22,580,130	23,616,565
Other Funding - Operating	367,884,445	383,395,096	426,821,096	450,306,247
<b>Total Operations</b>	<b>391,914,176</b>	<b>409,546,688</b>	<b>449,401,226</b>	<b>473,922,812</b>
<b>Total Appropriations</b>	<b>391,914,176</b>	<b>409,546,688</b>	<b>449,401,226</b>	<b>473,922,812</b>
Full-Time Equivalent Total*	118.00	118.00	96.50	96.50

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

## Budget Overview

The City's 2025-2026 Proposed Budget maintains core services for the Seattle Department of Human Resources. SDHR will continue to:

- Continue to provide full HR services for the 20 supported departments;
- Administer employee benefits, leave, and workers' compensation Citywide;
- Administer centralized system for recruitment and selection of employees;

# Seattle Department of Human Resources

- Manage HR compliance, policy, and legislation requirements;
- Develop and administer system for classification of positions, wages, and reporting and analytics of employee data;
- Maintain centralized employee functions including Human Resources and Investigations Unit (HRIU), employee grievances, collective bargaining, and labor relations;

The General Fund revenue forecast for the City's 2025-2026 Proposed Budget is insufficient to cover all anticipated Citywide costs. General Fund reductions were identified to mitigate this shortfall. To preserve critical City services due to the General Fund deficit, budget adjustments were made to streamline services and focus on core HR services within the City.

In the 2025-2026 Proposed Budget, SDHR will eliminate three divisions or programs including the Learning and Development Division, the Workforce Development Unit, and the Equity Performance Management Program. The elimination of the Learning and Development Unit means that SDHR will convert the trainings and orientations to an online course instead of in person, SDHR will transition to an advisory role with departments as they identify their own training and development needs. The elimination of the Workforce Development Unit means that SDHR will transition to an advisory role in workforce development and will transfer mentorship and internship, and responsibilities to each department. The elimination of the Equity Performance Management Program means that SDHR will transition supported departments using the current Equity Performance Management system for employee performance reviews to a lower-cost alternative. SDHR will scale the Workforce Equity Unit and Benefits Unit. SDHR will also reduce temporary labor funding. SDHR has worked with departments to identify ways to streamline or create efficiencies and enhancements in services and will transfer the Fire and Police Exams Unit to the Civil Service Commission and transfer the Deferred Compensation Unit to the Retirement Department.

## Other 2025-2026 Proposed Budget Adjustments:

Several additional baseline and operational adjustments are included in the proposed budget:

- adjust appropriation for changes to central costs including internal services, health care, retirement, and workers' compensation charges;
- align the personnel budget with actual costs;
- adjust the Annual Wage Increase (AWI);
- remove one-time budget authority; and
- include net-neutral budget changes for reorganization or consolidation of programs and projects.

## Personnel Compensation Trust Funds

The following provides a summary of each of the five individual funds that comprise the Personnel Compensation Trust Funds and are administered by SDHR.

**Health Care Fund:** Total City health care costs including medical, dental and vision care, plus administration costs, are estimated to increase to \$360.4 million in 2025 and \$381.3 million in 2026. Growth in medical claims in 2025 and 2026 is projected at 9.3% and 5.8% respectively due to typical trends in medical costs plus current inflationary pressures, particularly facing inpatient services and specialty drugs. The 2025-2026 Proposed Budget assumes an estimate of approximately 11,950 regular and 220 benefits-eligible temporary employees enrolled in healthcare.

**Fire Fighters Health Care Fund:** Firefighter payments remain level at \$2.0 million in the 2025-2026 Proposed Budget.

**Industrial Insurance Fund:** The 2025 Proposed Budget reflects increased expenditures in the Industrial Insurance Fund of 25.9%, or \$11 million, relative to the 2024 Adopted Budget. For 2026, the increase is 5.2% or \$2.8 million. The year over year increase in expenditures is due principally to an adjusted outlook for pensionable claims (catastrophic injuries for which Labor & Industry collects a large sum to seed a pension fund for the claimant). In 2023, 13 such claims totaled \$10.3 million, more than three times recent yearly averages. This trend appears to be driven by presumption (that injury is due to the workplace) under State law, which has been expanded in favor of claimants by law makers in recent years. Meanwhile, the cost of medical care is also driving up expenses for typical medical claims, which are expected to increase by nearly 47%. Time loss claims are projected to decrease slightly, by

## Seattle Department of Human Resources

5%, after peaking during the COVID pandemic. The increase in revenues (26.1% in 2025 and 5.4% in 2026) to the fund, which are collections from City departments, reflects these trends plus the need to recover reserves used to pay for excess pensionable claims in 2023.

**Unemployment Insurance Fund:** The 2025-2026 Proposed Budget for unemployment insurance expenses increases appropriations relative to the 2024 Adopted Budget in anticipation of increased claims activity and per claimant costs. As departments adjust program spending and positions down to align with available resources in the 2025-2026 Proposed Budget, and as wages from concluded bargaining work their way into the City's claims payments, total costs are expected to increase.

**Group Term Life Insurance Fund:** Total costs in the fund are expected to increase in the 2025-2026 Proposed Budget, based on growth in participants and premium costs.

# Seattle Department of Human Resources

## Incremental Budget Changes

### Seattle Department of Human Resources

	Dollars	FTE
<b>2024 Adopted Budget</b>	<b>409,546,688</b>	<b>118.00</b>
<b>Baseline</b>		
Remove One-time Budget Authority	(1,255,864)	-
Bargained Annual Wage and Market Wage Increases to Base Budget	2,352,379	-
Citywide Adjustments for Standard Cost Changes	437,496	-
<b>Proposed Operating</b>		
Eliminate Citywide Learning & Development Division	(863,828)	(4.00)
Eliminate Workforce Development Unit	(485,573)	(2.00)
Eliminate Equity Performance Management Program	(468,181)	(2.00)
Remove Workforce Equity Director & Workforce Equity Advisor Positions	(371,115)	(1.50)
Remove Benefits Lead Personnel Analyst Supervisor Position	(195,492)	(1.00)
Reduce SDHR Temp Labor Funding	(106,142)	-
Transfer Deferred Comp Unit from SDHR to RET	(559,751)	(3.00)
Transfer Fire & Police Exams from SDHR to CIV/PSCSC	(1,503,117)	(6.00)
<b>Proposed Technical</b>		
2025-2026 Health Care Fund Expenditure and Revenue Adjustments	30,590,669	-
Group Term Life Fund Revenue and Expenditure Adjustments	392,119	-
Industrial Insurance Fund Expenditure and Revenue Adjustments	10,978,092	-
Revenue and Expenditure Adjustments	1,465,121	-
Final Adjustments for Standard Cost Changes	(151,289)	-
Budget-neutral alignment	-	-
Technical change to reallocate baseline budget to reflect current trends and internal transfers	-	-
Allocate Retirement Adjustment to Projects	-	-
Ongoing Changes from Current Year Legislation	(400,985)	(2.00)
	-	-
<b>Total Incremental Changes</b>	<b>\$39,854,538</b>	<b>(21.50)</b>
<b>Total 2025 Proposed Budget</b>	<b>\$449,401,226</b>	<b>96.50</b>

# Seattle Department of Human Resources

## Description of Incremental Budget Changes

### Baseline

#### **Remove One-time Budget Authority**

Expenditures	\$(1,255,864)
Revenues	\$14,723,914

This item reverses a Payroll Expense Tax-funded TLT position ending December 31, 2024 and funding for a two-year Citywide Classification and Compensation Review project.

#### **Bargained Annual Wage and Market Wage Increases to Base Budget**

Expenditures	\$2,352,379
--------------	-------------

This centrally administered change adjusts appropriations to reflect the Annual Wage Increases and Market Adjustments, as outlined in the agreements between the City and the Coalition of Unions or other standalone Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

#### **Citywide Adjustments for Standard Cost Changes**

Expenditures	\$437,496
--------------	-----------

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including rates from the Department of Finance & Administrative Services, Seattle Information Technology Department, Seattle Department of Human Resources, and for healthcare, retirement, and industrial insurance charges for the department. These adjustments reflect initial assumptions about these costs and inflators early in the budget process.

### Proposed Operating

#### **Eliminate Citywide Learning & Development Division**

Expenditures	\$(863,828)
Position Allocation	(4.00)

The General Fund revenue forecast for the City's 2025-2026 Proposed Budget is insufficient to cover all anticipated Citywide costs. General Fund reductions were identified to mitigate this shortfall. This item eliminates the Learning & Development division of SDHR, including 2 Strategic Advisor 1 Exempt positions and 2 Sr. Training & Education Coordinator positions. All Citywide training and development currently provided by HR will be administered at the department level moving forward. SDHR will transition to an advisory role that will continue to assist departments with identifying training needs, recommending resources, and maintaining SharePoint site with tools, templates, and best practices.

#### **Eliminate Workforce Development Unit**

Expenditures	\$(485,573)
Position Allocation	(2.00)

The General Fund revenue forecast for the City's 2025-2026 Proposed Budget is insufficient to cover all anticipated Citywide costs. General Fund reductions were identified to mitigate this shortfall. This item eliminates SDHR's Workforce Development unit, including the tuition reimbursement program and two positions (a Strategic Advisor and a Personnel Analyst). SDHR will transition to an advisory role, assisting departments with administering mentorship and internship programs.

# Seattle Department of Human Resources

## Eliminate Equity Performance Management Program

Expenditures	\$(468,181)
Position Allocation	(2.00)

The General Fund revenue forecast for the City's 2025-2026 Proposed Budget is insufficient to cover all anticipated Citywide costs. General Fund reductions were identified to mitigate this shortfall. This item eliminates SDHR's Equity Performance Management Program, including two full-time positions in SDHR's Shared Admin Services and Service Delivery division. This item also reduces two positions (a Management Systems Analyst and a Strategic Advisor). SDHR will terminate the online E3 employee performance management program in favor of a lower-cost paper-based alternative. SDHR will no longer centrally oversee employee performance management for departments within its portfolio, however, it will continue to partner with them to ensure timely completion and adherence to records management and personnel rules.

## Remove Workforce Equity Director & Workforce Equity Advisor Positions

Expenditures	\$(371,115)
Position Allocation	(1.50)

The General Fund revenue forecast for the City's 2025-2026 Proposed Budget is insufficient to cover all anticipated Citywide costs. General Fund reductions were identified to mitigate this shortfall. This item removes 1.5 full-time positions in the Workforce Equity division of SDHR, including one Executive 2 position and one part-time Strategic Advisor 1 position and associated appropriation. SDHR will transition to an advisory Workforce Equity role, and the Workforce Equity Strategic Plan will be administered at the department level.

## Remove Benefits Lead Personnel Analyst Supervisor Position

Expenditures	\$(195,492)
Position Allocation	(1.00)

The General Fund revenue forecast for the City's 2025-2026 Proposed Budget is insufficient to cover all anticipated Citywide costs. General Fund reductions were identified to mitigate this shortfall. This item removes one full-time Benefits Lead (Personnel Analyst Supervisor) position and associated appropriation in the Shared Admin Services division of SDHR.

## Reduce SDHR Temp Labor Funding

Expenditures	\$(106,142)
--------------	-------------

The General Fund revenue forecast for the City's 2025-2026 Proposed Budget is insufficient to cover all anticipated Citywide costs. General Fund reductions were identified to mitigate this shortfall. This item reduces the temporary and contract labor to realign with available resources.

## Transfer Deferred Comp Unit from SDHR to RET

Expenditures	\$(559,751)
Revenues	\$(698,016)
Position Allocation	(3.00)

This item transfers 3 full-time positions in SDHR's Deferred Compensation Unit; one Manager1 Exempt, one Personnel Analyst, Sr, and one Personnel Analyst; to RET. It also transfers appropriation authority in the amount \$560k from SDHR to the Employees' Retirement System, including \$52k of non-labor budget. This transfer will align employee retirement benefits within one department to create efficiencies and optimize the employee experience.

# Seattle Department of Human Resources

## Transfer Fire & Police Exams from SDHR to CIV/PSCSC

Expenditures	\$(1,503,117)
Position Allocation	(6.00)

This item transfers 6 full-time positions and the associated budget in SDHR's Fire and Police Exams Unit including one Manager 2, General Govt, three Personnel Analyst, Sr, and two Personnel Analysts to the Civil Service Commissions. This transfer aligns the core functions of CIV to develop and administer entry-level and promotional civil service exams. CIV will have direct management of the staff in the unit and reduce the interdepartmental coordination needed with SDHR by transferring the unit.

### Proposed Technical

#### 2025-2026 Health Care Fund Expenditure and Revenue Adjustments

Expenditures	\$30,590,669
Revenues	\$17,435,946

This item adjusts the budget for expenditures and expected revenues in the City's health care fund (10112). Total costs including medical, dental and vision claims, plus administrative costs, are estimated to be \$360.4 million in 2025, an increase of \$30.6 million (9.3%) from 2024 Adopted Budget levels. Meanwhile revenues to the fund, based on prior claims expectations, are expected to be \$367.1 million, representing a \$24.1 million increase (7.0%) in department contributions from the 2024 Adopted Budget and an overall excess of revenue over expenditures of \$6.7 million. This excess results in a technical balancing entry, which has the effect of reducing the \$24.1 million increase to the \$17.4 million displayed immediately above, with the remaining \$6.7 million being assumed as an addition to the Health Care fund's balance.

#### Group Term Life Fund Revenue and Expenditure Adjustments

Expenditures	\$392,119
Revenues	\$392,119

This item increases revenues and expenditures in the Group Term Life, Long-Term Disability, and Accidental Death and Dismemberment Insurance Fund in response to current and projected growth in employee enrollment and premium costs. Costs are expected to continue their steady rise over the last few years, increasing approximately \$392,000 to \$7.1 million in 2025 and to \$7.2 million in 2026 from approximately \$6.7 million in the 2024 Adopted Budget.

#### Industrial Insurance Fund Expenditure and Revenue Adjustments

Expenditures	\$10,978,092
Revenues	\$9,408,899

This item adjusts the budget for expenditures and expected revenues in the City's industrial insurance (workers compensation) fund (10110). Total costs including medical and time-loss claims, plus administrative costs, are estimated to be \$53.4 million in 2025, an increase of \$11 million (25.9%) from 2024 Adopted Budget levels. Meanwhile revenues to the fund, based on prior claims expectations, are expected to be \$55.4 million, representing a \$11.5 million increase (26.1%) in department contributions from the 2024 Adopted Budget but an overall excess of revenue over expenditures of \$2.0 million. This excess results in a technical balancing entry, which has the effect of reducing the \$11.5 million increase to the \$9.4 million displayed immediately above, with the remaining \$2.0 million being assumed as an addition to the Industrial Insurance fund's balance.



# Seattle Department of Human Resources

## Revenue and Expenditure Adjustments

Expenditures	\$1,465,121
Revenues	\$1,465,121

This item adjusts revenues and expenditures in the Unemployment Insurance Fund (10111) to meet expected costs. Projected increases of \$1.46 million in 2025 and \$1.13 million in 2026 anticipate increased claims as departments adjust programs and positions to meet 2025-26 budget requirements.

## Final Adjustments for Standard Cost Changes

Expenditures	\$(151,289)
--------------	-------------

Citywide technical adjustments made in the proposed phase reflect changes to internal services costs, including rates from the Department of Finance & Administrative Services, Seattle Information Technology Department, Seattle Department of Human Resources, and for healthcare for the department. These adjustments reflect final decisions about these costs made during the Proposed Phase of the budget process.

## Budget-neutral alignment

Expenditures	-
--------------	---

This item eliminates unnecessary indirect cost balancing entries.

## Technical change to reallocate baseline budget to reflect current trends and internal transfers

Expenditures	-
--------------	---

This technical adjustment reallocates SDHR's baseline budget to reflect more recent trends as well as internal movement. Total labor and total non-labor do not change, and the impact to the general fund is negligible.

## Allocate Retirement Adjustment to Projects

Expenditures	-
--------------	---

This technical CR allocates the 2024 retirement adjustments down to the project level.

## Ongoing Changes from Current Year Legislation

Expenditures	\$(400,985)
Position Allocation	(2.00)

This change includes ongoing budget and/or position changes resulting from current year legislation in 2024, including the Year End Supplemental Ordinance.

This change transfers ongoing budget and position authority for 3.0 FTE Recruitment and Retention positions from the Seattle Department of Human Resources to the Seattle Police Department and adds 1.0 FTE to SDHR, for a net reduction of 2.0 FTE. The three positions being transferred to SPD were originally created as part of the Recruitment & Retention Initiative item in the 2022 budget (Ordinance 126654, Section 3) and assigned to SDHR. The positions were subsequently transferred to SPD in 2024 in a standalone SPD Recruitment and Retention Ordinance (CB 120766). The additional position added to SDHR is in the Fire and Police Exams Unit and is incorporated in the unit transfer to CIV.

# Seattle Department of Human Resources

## Expenditure Overview

	2023	2024	2025	2026
Appropriations	Actuals	Adopted	Proposed	Proposed
<b>SDHR - BO-HR-GTL - GTL/LTD/AD&amp;D Insurance Service</b>				
10113 - Group Term Life Fund	6,493,868	6,663,381	7,055,500	7,231,887
<b>Total for BSL: BO-HR-GTL</b>	<b>6,493,868</b>	<b>6,663,381</b>	<b>7,055,500</b>	<b>7,231,887</b>
<b>SDHR - BO-HR-HEALTH - Health Care Services</b>				
10112 - Health Care Fund	310,075,775	329,825,309	360,415,978	381,304,148
63100 - Fire Fighters Healthcare Fund	1,813,023	2,000,000	2,000,000	2,000,000
<b>Total for BSL: BO-HR-HEALTH</b>	<b>311,888,797</b>	<b>331,825,309</b>	<b>362,415,978</b>	<b>383,304,148</b>
<b>SDHR - BO-HR-INDINS - Industrial Insurance Services</b>				
10110 - Industrial Insurance Fund	47,932,972	42,395,406	53,373,498	56,125,895
<b>Total for BSL: BO-HR-INDINS</b>	<b>47,932,972</b>	<b>42,395,406</b>	<b>53,373,498</b>	<b>56,125,895</b>
<b>SDHR - BO-HR-N5000 - Leadership and Administration</b>				
00100 - General Fund	180,448	(45,976)	12,024,906	12,578,988
<b>Total for BSL: BO-HR-N5000</b>	<b>180,448</b>	<b>(45,976)</b>	<b>12,024,906</b>	<b>12,578,988</b>
<b>SDHR - BO-HR-N6000 - HR Services</b>				
00100 - General Fund	23,849,283	26,197,568	10,555,224	11,037,577
<b>Total for BSL: BO-HR-N6000</b>	<b>23,849,283</b>	<b>26,197,568</b>	<b>10,555,224</b>	<b>11,037,577</b>
<b>SDHR - BO-HR-UNEMP - Unemployment Services</b>				
10111 - Unemployment Insurance Fund	1,568,808	2,511,000	3,976,121	3,644,317
<b>Total for BSL: BO-HR-UNEMP</b>	<b>1,568,808</b>	<b>2,511,000</b>	<b>3,976,121</b>	<b>3,644,317</b>
<b>Department Total</b>	<b>391,914,176</b>	<b>409,546,688</b>	<b>449,401,226</b>	<b>473,922,812</b>
<b>Department Full-Time Equivalents Total*</b>	<b>118.00</b>	<b>118.00</b>	<b>96.50</b>	<b>96.50</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

## Budget Summary by Fund Seattle Department of Human Resources

	2023	2024	2025	2026
	Actuals	Adopted	Proposed	Proposed
00100 - General Fund	24,029,731	26,151,592	22,580,130	23,616,565
10110 - Industrial Insurance Fund	47,932,972	42,395,406	53,373,498	56,125,895
10111 - Unemployment Insurance Fund	1,568,808	2,511,000	3,976,121	3,644,317
10112 - Health Care Fund	310,075,775	329,825,309	360,415,978	381,304,148

## Seattle Department of Human Resources

10113 - Group Term Life Fund	6,493,868	6,663,381	7,055,500	7,231,887
63100 - Fire Fighters Healthcare Fund	1,813,023	2,000,000	2,000,000	2,000,000
<b>Budget Totals for SDHR</b>	<b>391,914,176</b>	<b>409,546,688</b>	<b>449,401,226</b>	<b>473,922,812</b>

### Revenue Overview

#### 2025 Estimated Revenues

Account Code	Account Name	2023 Actuals	2024 Adopted	2025 Proposed	2026 Proposed
341190	Personnel Service Fees	23,013,576	26,023,402	26,344,359	27,562,704
360900	Miscellaneous Revs-Other Rev	991,921	705,598	69,447	73,007
<b>Total Revenues for: 00100 - General Fund</b>		<b>24,005,497</b>	<b>26,729,000</b>	<b>26,413,806</b>	<b>27,635,711</b>
360710	Wc Contrib-Medical Claims	28,904,715	31,718,313	33,971,618	36,435,746
360720	Wc Contrib-Pension Payouts	1,033,780	1,700,000	9,804,000	9,804,000
360730	Wc Contrib-Pooled Adm Costs	9,563,461	10,546,286	11,644,382	12,182,247
<b>Total Revenues for: 10110 - Industrial Insurance Fund</b>		<b>39,501,956</b>	<b>43,964,599</b>	<b>55,420,000</b>	<b>58,421,992</b>
400000	Use of/Contribution to Fund Balance	-	(1,569,193)	(2,046,503)	(2,296,098)
<b>Total Resources for:10110 - Industrial Insurance Fund</b>		<b>39,501,956</b>	<b>42,395,406</b>	<b>53,373,498</b>	<b>56,125,895</b>
360740	Unemployment Comp Contri	2,460,777	2,409,000	3,976,121	3,644,317
<b>Total Revenues for: 10111 - Unemployment Insurance Fund</b>		<b>2,460,777</b>	<b>2,409,000</b>	<b>3,976,121</b>	<b>3,644,317</b>
400000	Use of/Contribution to Fund Balance	-	102,000	-	-
<b>Total Resources for:10111 - Unemployment Insurance Fund</b>		<b>2,460,777</b>	<b>2,511,000</b>	<b>3,976,121</b>	<b>3,644,317</b>
350190	Nsf Check Fees	40	-	-	-
360020	Inv Earn-Residual Cash	2,569,155	2,315,200	2,802,891	2,929,022
360370	Insurance Prens & Recoveries	11,381,168	13,299,892	13,090,619	14,137,868
360520	Health Care Ins Contrib-Employ	38,739,053	41,614,595	40,325,506	41,132,016
360530	Dental Premiums-Employee	2,288,123	-	2,380,563	2,428,174
360770	Health Care Premiums-Employ	270,955,635	285,042,347	307,751,835	327,300,758
360900	Miscellaneous Revs-Other Rev	790,166	707,998	769,642	769,642
<b>Total Revenues for: 10112 - Health Care Fund</b>		<b>326,723,340</b>	<b>342,980,031</b>	<b>367,121,056</b>	<b>388,697,480</b>
400000	Use of/Contribution to Fund Balance	-	(13,154,721)	(6,705,078)	(7,393,331)
<b>Total Resources for:10112 - Health Care Fund</b>		<b>326,723,340</b>	<b>329,825,310</b>	<b>360,415,978</b>	<b>381,304,148</b>

## Seattle Department of Human Resources

360020	Inv Earn-Residual Cash	-	17,597	37,597	37,597
360470	Emplyee Grp Trm Life Contribut	4,324,013	3,572,427	4,552,047	4,643,088
360480	Grp Trm Life Insur Employr	511,708	550,105	700,953	714,972
360500	L/T Disabil Insur Employee Con	1,546,371	2,269,004	1,684,489	1,718,178
360510	L/T Disabil Insur Employer Con	108,335	254,248	118,011	120,372
<b>Total Revenues for: 10113 - Group Term Life Fund</b>		<b>6,490,429</b>	<b>6,663,381</b>	<b>7,093,097</b>	<b>7,234,207</b>
400000	Use of/Contribution to Fund Balance	-	-	(37,597)	(2,320)
<b>Total Resources for:10113 - Group Term Life Fund</b>		<b>6,490,429</b>	<b>6,663,381</b>	<b>7,055,500</b>	<b>7,231,887</b>
360520	Health Care Ins Contrib-Employ	1,820,342	2,000,000	2,000,000	2,000,000
<b>Total Revenues for: 63100 - Fire Fighters Healthcare Fund</b>		<b>1,820,342</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>2,000,000</b>
<b>Total SDHR Resources</b>		<b>401,002,340</b>	<b>410,124,097</b>	<b>453,234,902</b>	<b>477,941,958</b>

### Appropriations by Budget Summary Level and Program

## Seattle Department of Human Resources

### **SDHR - BO-HR-GTL - GTL/LTD/AD&D Insurance Service**

The purpose of the Group Term Life Budget Summary Level is to provide appropriation authority for the City's group term life insurance, long-term disability insurance, and accidental death and dismemberment insurance.

<b>Program Expenditures</b>	<b>2023 Actuals</b>	<b>2024 Adopted</b>	<b>2025 Proposed</b>	<b>2026 Proposed</b>
GTL/LTD/AD&D Insurance	6,493,868	6,663,381	7,055,500	7,231,887
<b>Total</b>	<b>6,493,868</b>	<b>6,663,381</b>	<b>7,055,500</b>	<b>7,231,887</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### **SDHR - BO-HR-HEALTH - Health Care Services**

The purpose of the Health Care Budget Summary Level is to provide for the City's medical, dental, and vision insurance programs; the Flexible Spending Account; the Employee Assistance Program; and COBRA continuation coverage costs.

<b>Program Expenditures</b>	<b>2023 Actuals</b>	<b>2024 Adopted</b>	<b>2025 Proposed</b>	<b>2026 Proposed</b>
Health Care Services	311,888,797	331,825,309	362,415,978	383,304,148
<b>Total</b>	<b>311,888,797</b>	<b>331,825,309</b>	<b>362,415,978</b>	<b>383,304,148</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### **SDHR - BO-HR-INDINS - Industrial Insurance Services**

The purpose of the Industrial Insurance Budget Summary Level is to provide for medical, wage replacement, pension, and disability claims related to occupational injuries and illnesses, occupational medical monitoring, workplace safety programs, and related expenses.

<b>Program Expenditures</b>	<b>2023 Actuals</b>	<b>2024 Adopted</b>	<b>2025 Proposed</b>	<b>2026 Proposed</b>
Industrial Insurance Services	47,932,972	42,395,406	53,373,498	56,125,895
<b>Total</b>	<b>47,932,972</b>	<b>42,395,406</b>	<b>53,373,498</b>	<b>56,125,895</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

# Seattle Department of Human Resources

## **SDHR - BO-HR-N5000 - Leadership and Administration**

The purpose of the Leadership and Administration Budget Summary Level is to establish Citywide personnel rules and policies; provide consultative assistance to employees, departments, and policymakers; and lead Citywide programs and initiatives with the underlying objective of workforce equity. This Budget Summary Level also provides services that support City and SDHR department management, including financial and accounting services.

<b>Program Expenditures</b>	<b>2023 Actuals</b>	<b>2024 Adopted</b>	<b>2025 Proposed</b>	<b>2026 Proposed</b>
Citywide Indirect Costs	3,354,947	3,576,966	3,583,917	3,701,758
Departmental Indirect Costs	3,213,206	2,948,095	2,990,887	3,126,525
Divisional Indirect Costs	4,521,418	4,078,434	3,177,809	3,323,754
Indirect Cost Recovery	(10,909,122)	(13,162,575)	-	-
Pooled Benefits	-	2,513,104	2,272,293	2,426,951
<b>Total</b>	<b>180,448</b>	<b>(45,976)</b>	<b>12,024,906</b>	<b>12,578,988</b>
Full-time Equivalents Total*	32.00	32.00	31.00	31.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Leadership and Administration Budget Summary Level:

### **Citywide Indirect Costs**

<b>Expenditures/FTE</b>	<b>2023 Actuals</b>	<b>2024 Adopted</b>	<b>2025 Proposed</b>	<b>2026 Proposed</b>
Citywide Indirect Costs	3,354,947	3,576,966	3,583,917	3,701,758

### **Departmental Indirect Costs**

<b>Expenditures/FTE</b>	<b>2023 Actuals</b>	<b>2024 Adopted</b>	<b>2025 Proposed</b>	<b>2026 Proposed</b>
Departmental Indirect Costs	3,213,206	2,948,095	2,990,887	3,126,525
Full Time Equivalents Total	17.00	17.00	17.00	17.00

### **Divisional Indirect Costs**

<b>Expenditures/FTE</b>	<b>2023 Actuals</b>	<b>2024 Adopted</b>	<b>2025 Proposed</b>	<b>2026 Proposed</b>
Divisional Indirect Costs	4,521,418	4,078,434	3,177,809	3,323,754
Full Time Equivalents Total	15.00	15.00	14.00	14.00

### **Indirect Cost Recovery**

<b>Expenditures/FTE</b>	<b>2023 Actuals</b>	<b>2024 Adopted</b>	<b>2025 Proposed</b>	<b>2026 Proposed</b>
Indirect Cost Recovery	(10,909,122)	(13,162,575)	-	-

# Seattle Department of Human Resources

## Pooled Benefits

	2023	2024	2025	2026
Expenditures/FTE	Actuals	Adopted	Proposed	Proposed
Pooled Benefits	-	2,513,104	2,272,293	2,426,951

### **SDHR - BO-HR-N6000 - HR Services**

The purpose of the HR Services Budget Summary Level is to provide Citywide strategic and technical human resources support while incorporating workforce equity strategies. This BSL: administers employee benefits, including health care and workers' compensation as well as absence management; provides recruitment and staffing services; advises on employee training and development services; and negotiates and implements collective bargaining agreements. Other functions include safety, compensation/classification, supported employment programs, and Citywide human resources information management services.

Program Expenditures	2023	2024	2025	2026
	Actuals	Adopted	Proposed	Proposed
HR Investigations	1,438,024	1,471,035	1,027,127	1,077,810
HR Service Delivery	2,019,328	2,235,813	780,153	828,257
HR Shared/Admin Services	9,168,816	11,115,499	5,176,695	5,431,552
HR Work Force Equity	2,071,027	1,054,711	-	-
Labor Relations	2,626,765	2,757,161	1,127,786	1,183,495
Recruit Retent	4,501,628	5,652,515	1,580,954	1,648,925
Training/Org Effectiveness	2,023,694	1,910,834	862,510	867,539
<b>Total</b>	<b>23,849,283</b>	<b>26,197,568</b>	<b>10,555,224</b>	<b>11,037,577</b>
Full-time Equivalents Total*	86.00	86.00	65.50	65.50

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in HR Services Budget Summary Level:

### HR Investigations

	2023	2024	2025	2026
Expenditures/FTE	Actuals	Adopted	Proposed	Proposed
HR Investigations	1,438,024	1,471,035	1,027,127	1,077,810
Full Time Equivalents Total	5.00	5.00	5.00	5.00

### HR Service Delivery

	2023	2024	2025	2026
Expenditures/FTE	Actuals	Adopted	Proposed	Proposed
HR Service Delivery	2,019,328	2,235,813	780,153	828,257
Full Time Equivalents Total	8.50	9.50	8.50	8.50

# Seattle Department of Human Resources

## HR Shared/Admin Services

	2023 Actuals	2024 Adopted	2025 Proposed	2026 Proposed
<b>Expenditures/FTE</b>				
HR Shared/Admin Services	9,168,816	11,115,499	5,176,695	5,431,552
Full Time Equivalents Total	39.00	41.00	37.00	37.00

## HR Work Force Equity

	2023 Actuals	2024 Adopted	2025 Proposed	2026 Proposed
<b>Expenditures/FTE</b>				
HR Work Force Equity	2,071,027	1,054,711	-	-
Full Time Equivalents Total	9.50	9.50	8.00	8.00

## Labor Relations

	2023 Actuals	2024 Adopted	2025 Proposed	2026 Proposed
<b>Expenditures/FTE</b>				
Labor Relations	2,626,765	2,757,161	1,127,786	1,183,495
Full Time Equivalents Total	5.00	5.00	5.00	5.00

## Recruit Retent

	2023 Actuals	2024 Adopted	2025 Proposed	2026 Proposed
<b>Expenditures/FTE</b>				
Recruit Retent	4,501,628	5,652,515	1,580,954	1,648,925
Full Time Equivalents Total	10.00	10.00	-	-

## Training/Org Effectiveness

	2023 Actuals	2024 Adopted	2025 Proposed	2026 Proposed
<b>Expenditures/FTE</b>				
Training/Org Effectiveness	2,023,694	1,910,834	862,510	867,539
Full Time Equivalents Total	9.00	6.00	2.00	2.00

### **SDHR - BO-HR-UNEMP - Unemployment Services**

The purpose of the Unemployment Insurance Budget Summary Level is to provide the budget authority for the City to pay unemployment compensation expenses.

<b>Program Expenditures</b>	<b>2023 Actuals</b>	<b>2024 Adopted</b>	<b>2025 Proposed</b>	<b>2026 Proposed</b>
Unemployment Services	1,568,808	2,511,000	3,976,121	3,644,317
<b>Total</b>	<b>1,568,808</b>	<b>2,511,000</b>	<b>3,976,121</b>	<b>3,644,317</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*