

Resource Allocation Study

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Board Operations Committee
October 16, 2024

Introduction

A resource allocation study is an analysis aimed at determining the most effective way to distribute resources within an organization, project, or system to maximize efficiency, productivity, or other desired outcomes. This study can encompass various types of resources, such as financial resources, staff resources, material and equipment resources, and technology.



Background

- Funding in 2024 Adopted Budget
- RFP Posted March 22, 2024
- Interviews and Selection week of April 22, 2025
- Three qualified bids
- Matrix Consulting Group awarded contract
- Project kick-off June 17, 2024



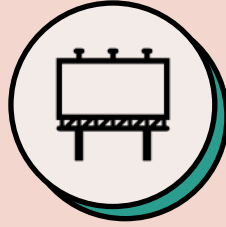
Phase 1

Tasks and Deliverables



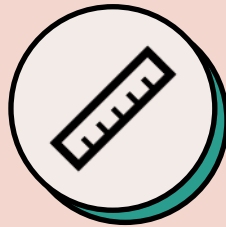
Kick Off

Establish Steering Committee, refine schedule, roles & responsibilities



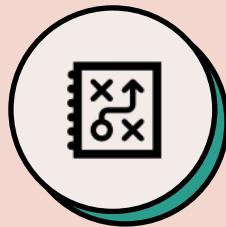
Develop Work Plan

Detail work plan with tasks, deliverables, and responsibilities



Research Phase

Collect and review relevant data, conduct focus groups, conduct field visits and provide a summary of research findings to identify gaps



Analysis Phase

Develop evaluation guidelines for workflow and organizational improvement, agency comparisons, and Summary report



Identify Next Steps

Identify scope of work for second phase of study which will focus on recommendations, staffing model, and draft and final report



Resource Allocation Study

Operations Division, 2024



What ?

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When?

The Study kicked off in June and Phase 1 is set to be completed by year-end. There is an anticipated Phase 2 that will commence in 2025.



Where?

The Study will examine the Operations Division. Work will be conducted by on-site or virtual interviews, along with a collection of materials such as budget books, staffing numbers, and asset data.



Who

The Study will be conducted by a third party - Matrix Consultant Group and managed by Ruby Tumber, Mgmt. Analyst. A Steering Committee of Operations staff and other members of HR, Planning, and the Office of Equity will direct the project. There will be interviews and surveys conducted with staff throughout the Operations Division.



Why?

We want to understand our existing resources and where we are deficient. Imagine this: You're throwing a party. You're trying to figure out how many pizzas you need, but you don't exactly know whose coming, your counter space is limited, and you have only so much money. How do you feed the most amount of people with the resources you have? We are trying to make analogous decisions when it comes to resources in our Division.

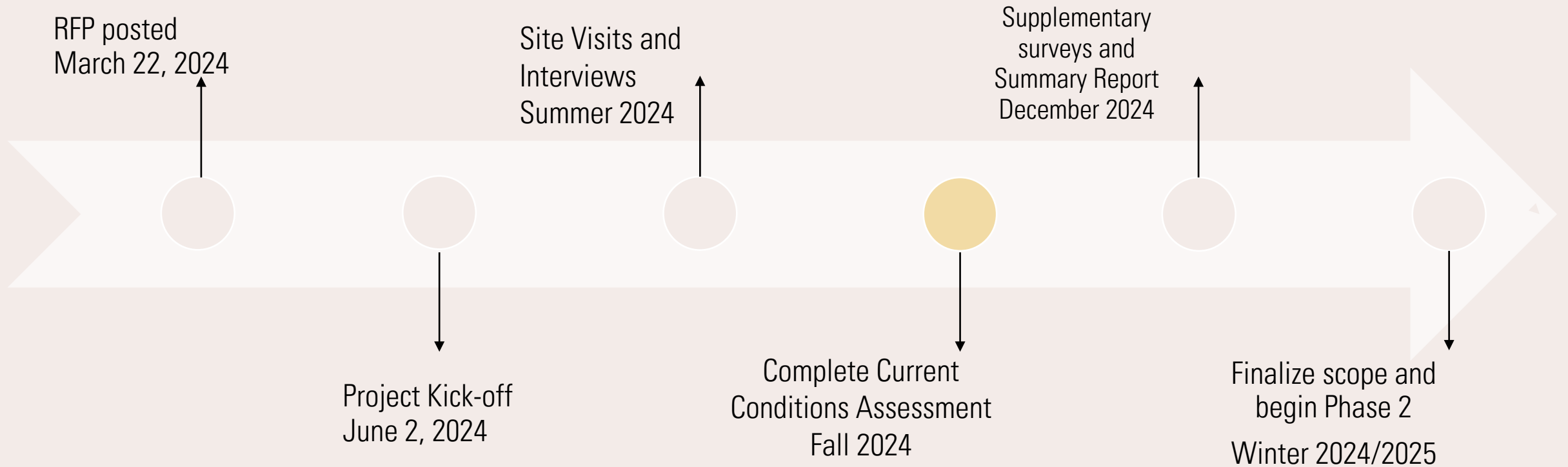


And then?

The goal of this study is to take recommendations from the report and apply them when making future staffing and resource decisions.

If you'd like to learn more or have any questions, please contact Ruby Tumber, Management Analyst at rtumber@ebparks.org

Timeline



Thank you!

Questions?

