



COUNTY OF HUMBOLDT

AGENDA ITEM NO.

C-4

For the meeting of: February 2, 2016

Date: January 14, 2016

To: Board of Supervisors

From: Connie Beck, Interim Director *cb*  
Department of Health and Human Services

Subject: Reallocate one vacant 1.00 FTE Psychiatric Physician's Assistant position in Budget Unit 424 to a 1.00 FTE Assistant Director - Psychiatric Nursing

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the reallocation of one vacant 1.00 FTE Psychiatric Physician's Assistant (job classification 0921, salary range 482, position 02) position in budget unit 424 to one 1.00 FTE Assistant Director - Psychiatric Nursing (job classification 0922, salary range 482) position in budget unit 424; effective immediately upon Board approval.

SOURCE OF FUNDING:

Mental Health Fund

DISCUSSION:

On November 14, 2014; Agenda Item #C-8 was approved by the Board of Supervisor's for the adoption of job classification, Psychiatric Physician's Assistant. Included in the agenda item was a request by the Department of Health and Human Services (DHHS) to reallocate a vacant Assistant Director - Psychiatric

Prepared by Yvonne Winter, Deputy Director - ES

CAO Approval *Kathy Hayes*

REVIEW:

Auditor *WJM*

County Counsel \_\_\_\_\_

Personnel *of*

Risk Manager \_\_\_\_\_

Other \_\_\_\_\_

TYPE OF ITEM:

- Consent
- Departmental
- Public Hearing
- Other \_\_\_\_\_

PREVIOUS ACTION/REFERRAL:

Board Order No. C-8

Meeting of: November 14, 2014

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT

Upon motion of Supervisor *Sundberg* Seconded by Supervisor *Bass*

- Ayes *Sundberg, Fennell, Lovelace, Bohn, Bass*
- Nays \_\_\_\_\_
- Abstain \_\_\_\_\_
- Absent \_\_\_\_\_

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: Feb. 2, 2016

By: *Kathy Hayes*  
Kathy Hayes, Clerk of the Board

Nursing position to that of Psychiatric Physician's Assistant. Despite proactive recruitment efforts, the Psychiatric Physician's Assistant position remains vacant. DHHS – Mental Health is requesting to reallocate the vacant Physician's Assistant position back to Assistant Director – Psychiatric Nursing position to provide management and support for the Outpatient Medication Program. DHHS Administration and Mental Health Administration recognize the need for additional nursing management for a program that has increased in duties and responsibilities with the addition of several medication clinics. In addition to Adult and Children/Families medication clinics, are Comprehensive Community Treatment (CCT), Community Corrections Resource Center (CCRC), Jail Medication support, Willow Creek Medication Clinic, Garberville Medication Clinic and Telemedicine. The position would oversee all of these clinics in addition to writing policy and procedures, compliance and manage the regulatory mandates associated with medication components.

FINANCIAL IMPACT:

These two positions are classified at the same salary range 482. The salary and benefit cost of 1.00 FTE Mental Health Assistant Director of Nursing is \$104,445. The reallocation of 1.0 FTE Psychiatric Physician's Assistant position will result in no additional cost or salary savings.

This request supports the Board's Strategic Framework by creating opportunities for improved safety and health and to protect vulnerable populations.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

None

ATTACHMENTS:

BOS Agenda Item #C-8, 11/14/14



AGENDA ITEM NO.  
**C-8**

# COUNTY OF HUMBOLDT

For the meeting of: November 14, 2014

Date: October 15, 2014  
To: Board of Supervisors  
From: Phillip R. Crandall, Director  
Department of Health and Human Services

Subject: Adopt the new 40 hour job classification of Psychiatric Physician's Assistant and Approve the reallocation of 2 current vacant Mental Health positions in Budget Unit 424 to the job classification of Psychiatric Physician's Assistant in Budget Unit 424.

RECOMMENDATION(S):

That the Board of Supervisors:

- 1) Adopt the new 40 hour job classification of Psychiatric Physician's Assistant (salary range 482, class 0921, in the employee unit 04) into the classification plan; and
- 2) Reallocate one (1) vacant 1.00 FTE Mental Health Mid-Level Psychiatric Practitioner (salary range 501, class 0912, position 03) position in budget unit 424 to Psychiatric Physician's Assistant (salary range 482, class 0921) position in budget unit 424; and
- 3) Reallocate one (1) vacant 1.00 FTE Mental Health Assistant Director of Nursing (salary 482, class 0922, position 02) position in budget unit 424 to Psychiatric Physician's Assistant (salary range 482, class 0921) position in budget unit 424, effective immediately.

SOURCE OF FUNDING:

Mental Health Fund

Prepared by Yvonne Winter, Deputy Director - ES CAO Approval Amy Olsen  
 REVIEW: Auditor MGM County Counsel \_\_\_\_\_ Personnel Of Risk Manager \_\_\_\_\_ Other \_\_\_\_\_

TYPE OF ITEM:  
 Consent  
 Departmental  
 Public Hearing  
 Other \_\_\_\_\_

**BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT**  
 Upon motion of Supervisor Fennell Seconded by Supervisor Bass  
 Ayes Sundberg, Lovelace, Bohn, Bass, Fennell  
 Nays \_\_\_\_\_  
 Abstain \_\_\_\_\_  
 Absent \_\_\_\_\_

PREVIOUS ACTION/REFERRAL:

Board Order No. \_\_\_\_\_  
Meeting of: \_\_\_\_\_

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: November 14, 2014  
By: Kathy Hayes  
Kathy Hayes, Clerk of the Board