



COUNTY OF HUMBOLDT

For the meeting of: 9/24/2024

File #: 24-1318

To: Board of Supervisors

From: DHHS: Public Health

Agenda Section: Consent

Vote Requirement: 4/5th

SUBJECT:

Public Health Fiscal Year-End Supplemental Budgets and Appropriation Transfers for Fiscal Year (FY) 2023-24 in the Amount of \$208,034 (Requires 4/5 Vote)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the attached Supplemental Budget in the amount of \$14,336 for FY 2023-24 Department of Health and Human Services - Public Health Fund 1175, Budget Unit 403 (Requires 4/5 Vote);
2. Approve the attached Appropriation Transfer to increase the Intrafund Transfer account in the amount of \$16,000 for FY 2023-24 Department of Health and Human Services - Public Health Fund 1175, Budget Unit 406(Requires 4/5 Vote);
3. Approve the attached Supplemental Budget in the amount of \$78,273 for FY 2023-24 Department of Health and Human Services - Public Health Fund 1175, Budget Unit 411 (Requires 4/5 Vote);
4. Approve the attached Appropriation Transfer to increase the Intrafund Transfer account in the amount of \$880 for FY 2023-24 Department of Health and Human Services- Public Health Fund, Budget Unit 415 (Requires 4/5 Vote);
5. Approve the attached Supplemental Budget in the amount of \$53,500 for FY 2023-24 Department of Health and Human Services - Public Health Fund 1175, Budget Unit 422 (Requires 4/5 Vote);
6. Approve the attached Appropriation Transfer to increase the Intrafund Transfer account in the amount of \$7,000 for FY 2023-24 Department of Health and Human Services - Public Health Fund 1175, Budget Unit 430 (Requires 4/5 Vote);
7. Approve the attached Supplemental Budget in the amount of \$22,778 for FY 2023-24 Department of Health and Human Services - Public Health Fund 1175, Budget Unit 435 (Requires 4/5 Vote);
8. Approve the attached Appropriation Transfer to increase the Intrafund Transfer account in the amount of \$30 for FY 2023-24 Department of Health and Human Services - Public Health Fund 1175, Budget Unit 437 (Requires 4/5 Vote);
9. Approve the attached Supplemental Budget in the amount of \$39,147 for FY 2023-24 Department of Health and Human Services - Public Health Fund 1175, Budget Unit 437002 (Requires 4/5 Vote); and
10. Approve the attached Appropriation Transfer to increase the Intrafund Transfer account in the amount of \$59,000 for FY 2023-24 Department of Health and Human Services - Public Health Fund 1175, Budget Unit 486 (Requires 4/5 Vote).

STRATEGIC PLAN:

This action supports the following areas of your Board's Strategic Plan.

Area of Focus: Safe & Healthy Communities

Strategic Plan Category: 1002- Remove barriers to quality healthcare

DISCUSSION:

The Department of Health and Human Services (DHHS) - Public Health received new and additional funds granted after county

budget season. Additionally, Motor Pool (MP) and indirect costs charged through the county-wide Cost Allocation Plan (CAP) by the county Auditor-Controller department were higher than anticipated during county budget season. Supplemental Budgets in several Public Health Budget Units are required to reflect these unexpected increases in revenues and expenditures.

403 - Medi-Cal Administrative Activities (MAA)/Targeted Case Management (TCM)

The Supplemental Budget request for Fund 1175, Budget Unit 403, (MAA)/(TCM) for \$14,336 is needed to account for an increase in MAA/TCM revenue and related expenditures in salaries and benefits, software, central services (CAP) charges, and information technology charges. The TCM program provides specialized case management services to Medi-Cal eligible individuals in a defined target population to gain access to needed medical services. This allocation supports the Board of Supervisor's Strategic Framework by removing barriers to quality healthcare.

406 - Consumer Protection

The Appropriation Transfer request for Fund 1175, Budget Unit 406 Consumer Protection for \$16,000 is needed to account for increased Motor Pool and Central Service charges not budgeted during the FY 2023-24 county budget process. Salary savings can be diverted to fulfill this request and will not increase the overall budget. This allocation supports the Board of Supervisor's Strategic Framework by removing barriers to quality healthcare.

411 - Hazardous Material Program

The Supplemental Budget request for Fund 1175, Budget Unit 411, Hazardous Material Program for \$78,273 is needed to account for an increase in state pass-through fee payments and unanticipated Motor Pool (MP) and Insurance charges not budgeted during the FY 2023-24 county budget process. Additionally, Special Department Expenses and fee revenue were increased to reflect collection of State pass-through fees. The Hazardous Material Program review, inspect, and respond to hazardous materials facilities and incidents. This allocation supports the Board of Supervisor's Strategic Framework by removing barriers to quality healthcare.

415 - Women, Infants and Children (WIC)

The Appropriation Transfer request for Fund 1175, Budget Unit 415 (WIC) for \$880 is needed to account for Public Works and Ag WIC scale calibration costs not budgeted during the FY 2023-24 county budget process. Due to vendor retirement, the WIC scale calibration service budgeted in the 2000 series was performed by the Agriculture Department and a transfer of appropriations of \$740 from the 9000 series is needed. Additionally, the Interfund Expenditure for Public Works charges of \$140 were not budgeted for during the FY 2023-24 county budget process. Health Insurance savings can be diverted to fulfill this request and will not increase the overall budget. This action supports the Board's Strategic Framework by removing barriers to quality healthcare.

422 - Public Health Clinic

The Supplemental Budget request for Fund 1175, Budget Unit 422, Public Health Clinic for \$53,500 is needed to account for increased clinic staff time not budgeted during the FY 2023-24 county budget process. Clinic staff budgeted in the Public Health Admin (400) and Field Nursing (416) budget units spent more time than anticipated on Clinic activities, as recorded in time study reporting. Salaries and Benefits in the proposed FY 2024-25 Public Health Clinic budget have increased to accurately reflect the cost of providing clinic services, given the increase in Full Time Equivalent (FTE) staff activity and fixed costs. Clinic Services provide childhood and adult immunizations, foreign travel immunizations, flu vaccinations, tuberculosis testing and sexually transmitted disease (STD) screening and treatment to Humboldt County residents and employees. Immunization Services track local childhood immunization rates and participate in efforts to increase those rates, including working with providers and local school districts. This program also implements limited COVID-19 vaccination services, outreach, and provider education. This action supports the Board's Strategic Framework by removing barriers to quality healthcare.

430 - Local Enforcement Agency (LEA)

The Appropriation Transfer request for Fund 1175, Budget Unit 430 (LEA) for \$7,000 is needed to account for increased Motor Pool and Central Service charges not budgeted during the FY 2023-24 county budget process. Salary savings can be diverted to fulfill this request and will not increase the overall budget. This allocation supports the Board of Supervisor's Strategic Framework by removing barriers to quality healthcare.

435 - Public Health Laboratory

The Supplemental Budget request for Fund 1175, Budget Unit 435, Public Health Lab for \$22,778 is needed to offset an increase in county-wide Cost Allocation Plan (CAP) charges. The Public Health Laboratory provides laboratory testing services and support for community health providers to aid in the diagnosis and control of communicable diseases and promote a healthy environment. The

laboratory also plays a key role in emergency preparedness by providing testing services, training, and support for area laboratories. This allocation supports the Board of Supervisor’s Strategic Framework by removing barriers to quality healthcare.

437 - Crisis Alternative Response Eureka (CARE)

The Appropriation Transfer request for Fund 1175, Budget Unit 437 (CARE) for \$30 is needed to offset a charge resulting from required tuberculosis (TB) testing for a program employee not budgeted during the FY 2023-24 county budget process. Salary savings can be diverted to fulfill this request and will not increase the overall budget. This allocation supports the Board of Supervisor’s Strategic Framework by removing barriers to quality healthcare.

437002 - Local Indigent Care Needs Implementation Grant (LICN)

The Supplemental Budget request for Fund 1175, Budget Unit 437003 (LICN) for \$39,147 is needed to increase funding for unanticipated Salaries and Benefits expenditures, Motor Pool (MP) charges, Central Services (CAP) charges, and Intrafund Activity charges not budgeted during the FY 2023-24 county budget process. Funding to support this supplemental will be moved from the Small Grants Trust. LICN’s program’s objective is to enhance services along the continuum of care for persons living with Hepatitis C (HCV). The result for this program is the mobile client-centered HCV testing throughout Humboldt, enhanced linkages to needed medical care, and HCV treatment. The ultimate desired Public Health outcome is a reduction in the local HCV infection and transmission rates. This action supports the Board’s Strategic Framework by removing barriers to quality healthcare.

486 - Land Use

The Appropriation Transfer request for Fund 1175, Budget Unit 486 Land Use for \$59,000 is needed to account for increased Motor Pool and Central Service charges not budgeted during the FY 2023-24 county budget process. Salary savings can be diverted to fulfill this request and will not increase the overall budget. This allocation supports the Board of Supervisor’s Strategic Framework by removing barriers to quality healthcare.

SOURCE OF FUNDING:

Public Health Fund (1175)

FINANCIAL IMPACT:

<i>Expenditures (1175)</i>	FY23-24
<i>Budgeted Expenses</i>	<u>\$3,495,567.00</u>
<i>Additional Appropriation Requested</i>	<u>\$208,034.00</u>
<i>Total Expenditures</i>	<u>\$3,703,601.00</u>

<i>Funding Sources (1175)</i>	FY23-24
<i>General Fund</i>	<u>\$17,253.00</u>
<i>State/Federal Funds</i>	<u>\$1,935,252.00</u>
<i>Fees/Other</i>	<u>\$1,751,096.00</u>
<i>Total Funding Sources</i>	<u>\$3,703,601.00</u>

Narrative Explanation of Financial Impact:

Approval of the attached Supplemental Budget for Fund 1175, Budget Unit 403 - Medi-Cal Administrative Activities (MAA)/Targeted Case Management (TCM), will allow DHHS - Public Health to accept the additional reimbursement of \$14,336 to cover increased program costs not budgeted for in FY 2023-24.

Approval of the attached Appropriation Transfer for Fund 1175, Budget Unit 406 Consumer Protection, will allow DHHS - Public Health to appropriate \$16,000 from Salaries and Employee Benefits and will not increase the overall budget.

Approval of the attached Supplemental Budget for Fund 1175, Budget Unit 411 - Hazardous Material Program, will allow DHHS - Public Health to increase realignment in the amount of \$55,159 and appropriate \$23,114 in collected fees to offset the cost of increased Motor Pool and Central Services charges.

Approval of the attached Appropriation Transfer for Fund 1175, Budget Unit 415 Women, Infants and Children (WIC) will allow DHHS - Public Health to appropriate \$880 from Health Insurance and will not increase the overall budget.

Approval of the attached Supplemental Budget for Fund 1175, Budget Unit 422 - Public Health Clinic will allow DHHS - Public Health to increase realignment in the amount of \$53,500 and is anticipated to reduce realignment in the Public Health Admin (400) and Field Nursing (416) Budget Units and not result in an overall increase to Public Health realignment.

Approval of the attached Appropriation Transfer for Fund 1175, Budget Unit 430 (LEA), will allow DHHS - Public Health to appropriate \$7,000 from Salaries and Employee Benefits and will not increase the overall budget.

Approval of the attached Supplemental Budget for Fund 1175, Budget Unit 435 Public Health Laboratory, will allow DHHS - Public Health to increase realignment by \$22,778.

Approval of the attached Appropriation Transfer for Fund 1175, Budget Unit 437 Crisis Alternative Response Eureka (CARE), will allow DHHS - Public Health to appropriate \$30 from Salaries and Employee Benefits and will not increase the overall budget.

Approval of the attached Supplemental Budget for Fund 1175, Budget Unit 437002 Local Indigent Care Needs Implementation Grant (LICN), will allow DHHS - Public Health to appropriate \$39,147 of funding from the Small Grants Trust and will not increase overall realignment.

Approval of the attached Appropriation Transfer for Fund 1175, Budget Unit 486 Land Use, will allow DHHS - Public Health to appropriate \$59,000 from Salaries and Employee Benefits and will not increase the overall budget.

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to approve the Supplemental Budget and Appropriation Transfer requests; however, this alternative is not recommended as it would impact DHHS - Public Health's ability to accurately represent new and additional allocations and unexpected charges in DHHS - Public Health's budgets.

ATTACHMENTS:

1. 403 Supplemental Budget FY 23-24
2. 406 App Transfer FY 23-24
3. 411 Supplemental Budget FY 23-24
4. 415 App Transfer FY 23-24
5. 422 Supplemental Budget FY 23-24
6. 430 App Transfer FY 23-24
7. 435 Supplemental Budget FY 23-24
8. 437 App Transfer FY 23-24
9. 437002 Supplemental Budget FY 23-24
10. 486 App Transfer FY 23-24

PREVIOUS ACTION/REFERRAL:

Meeting of: 07/23/2024; 10/18/2023; 10/03/2023; 06/27/2023; 05/16/2023; 04/25/2023; 11/29/2022; 06/06/2017; 08/19/2014
File No.: 24-1058; 23-1444; 23-1237; 23-902; 23-592; 23-502; 22-1575; 17-1942; 14-0678