



COUNTY OF HUMBOLDT

AGENDA ITEM NO.

C-14

For the meeting of: December 13, 2016

Date: November 28, 2016

To: Humboldt County Board of Supervisors

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

Paul Sundberg
For Connie Beck
11/28/16

Subject: Extension of Extra Help Hours Past the 960 Hour Limit

RECOMMENDATION(S):

That the Board of Supervisors approves the extension of extra help hours for:

1. Ruby Bayan, Medical Director to 1600 hours through June 30, 2017;
2. Juan Ccachainca-Mendoza, Mental Health Maintenance Custodian to 1920 hours through June 30, 2017;
3. Teresa Cengia, Vocational Assistant to 1700 hours through June 30, 2017;
4. Vernon Conners, Laborer to 1920 hours through June 30, 2017;
5. Morgan Eubank, Mental Health Clinician I, to 1920 hours through June 30, 2017;
6. Erbin-Ryan Gamurot-Brown, Laborer to 1920 hours through June 30, 2017;
7. Denise George, Health Education Specialist to 1920 hours through June 30, 2017;
8. Kristyn Kakitsuka, Vocational Trainee to 1920 hours through June 30, 2017;
9. Cathy Lubin, Office Assistant I to 1920 hours through June 30, 2017;
10. Taylor Lyon, Nutrition Aide to 1920 hours through June 30, 2017;
11. Leticia Martinez, Psychiatric Nurse to 1920 hours through June 30, 2017;
12. Melissa Mayberry, Psychiatric Technician I to 1920 hours through June 30, 2017;
13. Stephanie Mellen, Mental Health Worker I to 1600 hours through June 30, 2017;
14. Constance Mitchell, Public Health Nurse to 1440 hours through June 30, 2017;
15. Justin Mitchell, Office Assistant to 1800 through June 30, 2017;
16. Linda Moran, Psychiatric Nurse to 1920 hours through June 30, 2017;
17. Julie O'Neale, Mental Health Maintenance Custodian to 1920 hours through June 30, 2017;

Prepared by Yvonne Winter, Deputy Director-ES

CAO Approval

REVIEW:

Auditor WJSM County Counsel

Personnel Def.

Risk Manager

Other

TYPE OF ITEM:

☒ Consent
☐ Departmental
☐ Public Hearing
☐ Other

PREVIOUS ACTION/REFERRAL:

Board Order No. _____

Meeting of: _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT

Upon motion of Supervisor Fennell Seconded by Supervisor Bass

Ayes Sundberg, Fennell, Lovdace, Bohn, Bass
Nays
Abstain
Absent

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

Dated: Dec. 13, 2016

By: _____

Kathy Hayes, Clerk of the Board

18. Delana Ortega, Mental Health Worker I to 1920 hours through June 30, 2017;
19. Jacob Rosen, Mental Health Clinician I to 1920 hours through June 30, 2017;
20. Mary Scott, Psychiatric Nurse to 1920 hours through June 30, 2017;
21. Kathleen Sheedy, Vocational Assistant to 1920 hours through June 30, 2017;
22. Linda Shepard, Nutrition Aide to 1920 hours through June 30, 2017;
23. Rhonda Temerius-Villalvazo, Psychiatric Technician II to 1920 hours through June 30, 2017;
24. Brassily Ubedei, Office Assistant II to 1920 hours through June 30, 2017;
25. Jennifer Wilson Physician/Psychiatrist to 1920 hours through June 30, 2017.

SOURCE OF FUNDING:

Mental Health Funds

Public Health Funds

Social Service Funds

Health and Human Services Funds

DISCUSSION:

In support of the 24-hour Psychiatric In-Patient Hospital and Emergency unit are Medical Director Ruby Bayan; Physician/Psychiatrist Jennifer Wilson; Psychiatric Nurses Leticia Martinez, Linda Moran, and Mary Scott; Mental Health Clinicians Morgan Eubank and Jacob Rosen, Psychiatric Technicians Melissa Mayberry and Rhonda Temerius-Villalvazo. Mental Health Workers Stephanie Mellen and Delana Ortega. Extra help staff support the In-Patient Hospital and Emergency units by providing mandated staffing ratios should regular staff be out due to illness or vacation. Extra Help Mental Health Maintenance Custodians Juan Ccachainca-Mendoza and Julie O'Neale are currently maintaining coverage for 24 hour shifts for staff out on extended leave and other approved leaves. The Department with the assistance of County Human Resources continues to recruit heavily for additional extra help staff for the In-Patient and Emergency units; however, it is often difficult to find sufficient numbers of licensed persons interested in back-fill type positions. Should the Department be able to increase the extra help pool it would eliminate the need to extend hours.

Vocational Assistant Kathleen Sheedy provides support for Mobile Outreach. The demand has increased for support services from clients in outlying areas and clients who are homeless and served by Mobile Outreach and Street Outreach Services.

Office Assistant Cathy Lubin currently supports Environmental Health within Public Health Branch. This assignment has been instrumental in providing support to Environmental Health and their electronic reporting and enforcement efforts. Cathy's role has expanded to include coordinating our quarterly outreach and training events for the regulated community.

Health Education Specialist Denise George is working with clients who are more vulnerable for homelessness and falling out of care and treatment. She is responsible for case management for people living with HIV including coordinating the Housing Opportunities for People Living with HIV/Aids (HOPWA) program and providing support to clients in Humboldt and Del Norte Counties.

Nutrition Aides Taylor Lyon and Linda Shepard complete Women, Infant, Child (WIC) nutrition appointments with clients and issue WIC checks. They cover for staff on extended leave and other approved leaves.

Public Health Nurse Constance Mitchell is working in support of the California Children's Services (CCS) program. There is currently only one full-time Public Health Nurse (PHN) working with the CCS program

which consists of 700 + clients. Constance will be working with this program until a second full-time PHN can be hired and trained.

Office Assistant Brassily Ubedei works in support of Child Welfare Services performing absent parent searches and covering for vacant positions and staff out on extended leave and other approved leaves.

Office Assistant Justin Mitchell works in support of Child Welfare Services maintaining files and relocating files from the Koster Street location to the new location at the Plaza as well as covering for staff for breaks and approved leaves.

Vocational Assistant Teresa Cengia works in support of Child Welfare Services providing transportation to children/youth and parents as well as providing clerical support for the Placement unit.

Laborers Vernon Conners and Erbin-Ryan Gamurot-Brown will be needed to assist with a number of relocations of DHHS staff. The task of moving multiple programs to multiple locations will be time consuming and maintaining extra help personnel to assist with these moves will make the transition quicker and easier on the staff involved with minimal interruption of services. They also assist in maintaining 49 plus buildings currently housed by DHHS staff.

Vocational Trainee Kristyn Kakitsuka provides coverage of the General Services Help Desk and covers for staff absences.

The experience and training of these extra help employees necessitate the extension of hours.

FINANCIAL IMPACT:

Mental Health assignments of Ruby Bayan, Juan Ccachainca-Mendoza, Morgan Eubank, Leticia Martinez, Melissa Mayberry, Stephanie Mellen, Linda Moran, Julie O'Neale, Delana Ortega, Jacob Rosen, Mary Scott, Kathleen Sheedy, Rhonda Temerius-Villalvazo and Jennifer Wilson will be funded through Mental Health fund; cost of these extra help positions are funded by Mental Health revenues from Medicare and Medicaid cost reimbursement, Behavioral Health Realignment allocations, Mental Health Services Act and Federal Mental Health Block Grant. The additional cost of extra help hours is \$527,513. There is sufficient appropriation in Mental Health Administration budget unit 1170-424 due to funded vacant positions for these additional extra help hours.

Public Health assignments of Denise George, Cathy Lubin, Taylor Lyon, Constance Mitchell and Linda Shepard will be funded through Office of AIDS grants, Women Infant and Children's programs and Environmental Health Fees. The additional cost of extra help hours is \$89,715. There is sufficient appropriation in the Public Health fund to cover the increase due to vacant positions.

Social Services assignments of Teresa Cengia, Justin Mitchell and Brassily Ubedei reside in Social Services fund 1160, budget unit 511 (Social Services). Costs associated with these extra help positions are funded through Federal and State Allocations and Realignment. The additional cost of extra help hours is \$42,958. There is sufficient appropriation in Social Services fund to cover the increase due to vacant positions.

DHHS assignments of Vernon Conners, Erbin-Ryan Gamurot-Brown and Kristyn Kakitsuka reside in DHHS-Administration fund 1160, budget unit 516 (DHHS-Administration). Costs associated with these extra help positions are funded through Federal and State Allocations, Grants and Realignment. The additional cost of extra help hours is \$42,783. There is sufficient appropriation to cover the increase due to vacant positions.

All extra help employees working beyond 960 hours are subject to paying into the California Public Employee Retirement System (PERS). The additional costs for PERS has been included in the above mentioned estimated salary costs. The Department is aware that in accordance with the Affordable Care Act (ACA) extra help employees who have been identified as a full time employee under the ACA guidelines will be given the opportunity to enroll in the County's health insurance. Those employees will be identified by using the standard measurement period and associated stability period annual cycle set forth by those guidelines.

Approving the extension of extra help hours supports the Board's Strategic Framework by providing community-appropriate levels of service and creating opportunities for improved safety and health.

OTHER AGENCY INVOLVEMENT:

None.

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board may choose not to extend hours; however, this is not recommended due to staffing levels and the workload.

ATTACHMENTS:

None.