



COUNTY OF HUMBOLDT

For the meeting of: 5/5/2020

File #: 20-477

To: Board of Supervisors

From: Sheriff

Agenda Section: Consent

SUBJECT:

Position Allocation Modification for the Substance Abuse Counselor I/II from Department of Health and Human Services Behavioral Health (DHHS-BH) to the Humboldt County Sheriff's Office Correctional Facility (HCCF)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the deallocation of one full-time equivalent (1.0 FTE) Substance Abuse Counselor I/II/Trainee (salary range 347/365/317, class 0491A/B/U, position 01) in fund 1170, budget unit 424 effective immediately; and
2. Approve the allocation of one full-time equivalent (1.0 FTE) Substance Abuse Counselor I/II/Trainee (salary range 347/365/317, class 0491A/B/U, position 01) in fund 1100, budget unit 243 effective immediately.

SOURCE OF FUNDING:

Humboldt County Community Corrections Partnership (CCP) AB109 Funding

DISCUSSION:

CCP AB109 Funding pays for one full-time Substance Abuse Counselor I/II to provide services to inmates at HCCF. Historically the funding has been allocated to DHHS-BH to manage the position and provide the services. The position has been vacant for almost a year. At the monthly CCP meeting on April 15, 2020, the CCP Committee (which includes Connie Beck, Director of DHHS, Duane Christian, Captain of HCCF, and William Honsal, Sheriff) agreed it would be in the best interest of all parties for the funding and position to be moved from DHHS-BH to HCCF to manage. DHHS-BH and HCCF would like the position allocation moved as soon as possible so HCCF may take over the recruitment efforts in hopes of having it filled in July 2020. Moving the position to HCCF will help tailor the recruitment efforts to focus on finding someone that is interested in a jail-based position.

FINANCIAL IMPACT:

There is no financial impact to the General Fund. CCP pays the full cost of the position. There is no supplemental budget request at this time because the position is currently vacant and not expected to be

filled until fiscal year (FY) 2020-21. DHHS-BH submitted this position as part of their FY 2020-21 budget proposal. The total salary and benefit expense associated to this position for FY 2020-21 is \$66,687. Making changes to the budget proposals after being submitted to the County Administrative Office is not recommended. Therefore, DHHS-BH and HCCF will come back to the Board to request supplemental budgets to move the FY 2020-21 budget allocation from DHHS-BH to HCCF after the Board has approved the FY 2020-21 budget.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by managing our resources to ensure sustainability of services .

OTHER AGENCY INVOLVEMENT:

Department of Health and Human Services
Humboldt County Community Corrections Partnership

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could deny this request for approval to move the position from DHHS-BH to HCCF, however, this is not recommended. The CCP has recommended this position be moved to HCCF so they could focus recruitment for a jail-based Substance Abuse Counselor.

ATTACHMENTS:

None.

PREVIOUS ACTION/REFERRAL:

Board Order No.: NA
Meeting of: NA
File No.: NA