



COUNTY OF HUMBOLDT

AGENDA ITEM NO.

D-10

For the meeting of: October 18, 2016

Date: September 28, 2016

To: Board of Supervisors

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

Subject: Allocate three full time equivalent (FTE) Mental Health Clinician I/II's in Budget Unit 424.

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the allocation of three (3.0 FTE) Mental Health Clinician I/II (class 0909, salary range 418/448) positions in budget unit 424; effective immediately upon Board approval.

SOURCE OF FUNDING:

Mental Health Fund

DISCUSSION:

The Department of Health and Human Services (DHHS), Mental Health is requesting the allocation of two (2.0 FTE) Mental Health Clinician I/II's for responding to children in crisis. Members of this team will be trained for crisis response, trauma-informed care, and counseling and de-escalation techniques for children/youth. The two full time positions will have specific duties related to crisis response and time limited follow up support/services for youth and their families. Members of the team will help fill an identified gap in crisis situations at the immediate time and place of the crisis and will work alternate ten (10) hour days, seven (7) days per week. The requested positions will be cross trained with current adult

Prepared by Yvonne Winter, Deputy Director - ES

CAO Approval *E. Chastley*

REVIEW:

Auditor *AL* County Counsel _____ Personnel *RA* 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 *Fennell, Bass, Lovelace, Bohn, Sundberg*

Nays
 Abstain
 Absent

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

Dated: *October 18, 2016*

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

crisis staff in the areas of crisis response and treatment of children, youth and families, so as to be able to provide adequate coverage when any given member is out of the office.

DHHS has identified the need of one (1.0 FTE) additional Mental Health Clinician I/II for Street Outreach Services. The current team makeup necessitates an additional clinical position to provide clinical determinations and decisions which are not possible without a licensed staff member. This position will provide additional clinical staffing to the current teams with outreach to southern and eastern Humboldt. The requested position will allow additional licensed staffing in the field with the DHHS Street Outreach program which has been identified as an essential service to our community.

FINANCIAL IMPACT:

The salary and benefits associated with the request to allocate three full time equivalent (3.0 fte) Mental Health Clinicians I/II, (job class 0909A/B, salary range 418/448) are estimated to be One Hundred Forty-Two Thousand, Five hundred Three Dollars (\$142,503) at step A1 for the remaining 16 pay periods of the 2016-17 Fiscal Year. The positions will reside in fund 1170, Budget Unit 424 and be funded through a combination of federal, state and local funds. There is sufficient appropriation to cover this request due to salary and benefit savings from unanticipated vacancies. Therefore, we are not requesting a budget adjustment at this time for the remainder of Fiscal Year 2016-17. A supplemental budget will be sought at a later time if salary savings are not sufficient.

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

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

None are recommended

ATTACHMENTS:

Classification Review Requests

CLASSIFICATION REVIEW REQUEST

This form is intended for use in routine audits such as requests for additional allocated positions to existing job classifications. Please send the completed form and an organizational chart showing new positions to Personnel prior to the effective date of the new allocation. This form is to be submitted two-sided.

NOTE: This form should not be used for audits of existing positions or new job classifications.

Department: DHHS Date: 9/27/16

Division/Unit/Location of new position: Children's Mental Health

Name of contact person: Jet DeKruze or Jeremy Nilsen

Position status (check one) Regular Grant Other

If position is in a new grant or program, explain the general purpose or function of the program:

Anticipated start date: ASAP Duration of grant: _____

FTE of new positions: 2 1.0 FTE Budget unit: 424

Name and title of person supervising this position: Martin Stephen or Karla Howe

Name and title of anyone currently in your department performing the same or similar duties:

new team being developed, all other MH Clinician II's could qualify

Please list the primary duties of this position on the reverse side.

PERSONNEL USE ONLY

RECOMMENDATION: Mental Health Clinician I/II DATE: 9/28/16

NAME OF ANALYST: Ron Halverson

Personnel notes: Based upon the information provided on this form and my conversation with Yvonne Winter, Human Resources recommends the appropriate classification for these positions is Mental Health Clinician I/II. You will need to prepare a report to the Board with the following recommendation: "That the Board of Supervisors

List the primary duties of the proposed position: _____

- Crisis response and treatment planning
- discharge planning
- Coordination with other supports around follow up treatment needs
- Assessing client level of risk, including need for hospitalization via 5150/5585.
- Providing crisis response in office, hospital or other community settings
- treatment planning

Indicate any required licenses: licensure required for MA Clinician II

Add any additional information, which might be useful for this review: _____

Department head signature C Beck by Y Winter Date 9/27/16

PERSONNEL USE ONLY

approve the allocation of two 1.0 PTE Mental Health Clinician I/II (class 0909, salary range 418/448) positions, in budget unit 424, effective _____."

Please attach a copy of this form with your report to the Board.

CLASSIFICATION REVIEW REQUEST

This form is intended for use in routine audits such as requests for additional allocated positions to existing job classifications. Please send the completed form and an organizational chart showing new positions to Personnel prior to the effective date of the new allocation. This form is to be submitted two-sided.

NOTE: This form should not be used for audits of existing positions or new job classifications.

Department: DHHS Date: 9/27/16

Division/Unit/Location of new position: Street Outreach Services

Name of contact person: Sally Hewitt

Position status (check one) Regular Grant Other

If position is in a new grant or program, explain the general purpose or function of the program:

Anticipated start date: ASAP Duration of grant: _____

FTE of new position: 1.0 Budget unit: 424

Name and title of person supervising this position: Kelly Johnson

Name and title of anyone currently in your department performing the same or similar duties:

Tom Nash

Please list the primary duties of this position on the reverse side.

PERSONNEL USE ONLY

RECOMMENDATION: Mental Health Clinician I/II DATE: 9/28/16

NAME OF ANALYST: Ron Halverson

Personnel notes: Based upon the information provided on this form and my conversation with Yvonne Winter, Human Resources recommends the appropriate classification for this position is Mental Health Clinician I/II. You will need to prepare a report to the Board with the following recommendation: "That the Board of Supervisors approve

List the primary duties of the proposed position: _____

- Work with clients that have been placed in permanent supportive housing and have serious mental illness
- Provide Clinical Services to homeless individuals with Mental illness; including assessment and counseling
- Provide treatment planning

Indicate any required licenses: _____ licensure required for MH Clinician II

Add any additional information, which might be useful for this review: _____ May hire at MH Clinician I level

Department head signature C Beck by Y Winter Date 9/27/16

PERSONNEL USE ONLY

the allocation of one 1.0 FTE Mental Health Clinician I/II (Class 0909, salary range 418/448) position, in budget unit 424, effective _____."

Please attach a copy of this form with your report to the Board.