



COUNTY OF HUMBOLDT

For the meeting of: 11/12/2019

File #: 19-1497

To: Board of Supervisors
From: DHHS: Administration
Agenda Section: Consent

SUBJECT:
Allocate One Full-Time Equivalent (FTE) Program Coordinator Position

RECOMMENDATION(S):
That the Board of Supervisors:
1. Approve the allocation of one 1.0 FTE Program Coordinator (class 1425, salary range 423) in budget unit (BU) 400 effective the pay period following approval.

SOURCE OF FUNDING:
Public Health Fund

DISCUSSION:
As an accredited public health agency, Humboldt County Department of Health and Human Services (DHHS) - Public Health is required to support community health improvement efforts using a collective impact approach that is data-driven and aligns existing efforts and catalyzes new ones, as needed. The Public Health Branch is responsible for issuing a comprehensive Community Health Assessment and a Community Health Improvement Plan as guiding documents on a 5-year cycle. This process involves community engagement, intense collaboration with community partners, the use of an equity lens and consistent communication and reporting. Together, these activities make up the initiative called Live Well Humboldt. In order to provide effective backbone support to Live Well Humboldt, DHHS Public Health is requesting an additional Program Coordinator position.

FINANCIAL IMPACT:
The allocation of Program Coordinator to fund 1175, budget unit 400, Public Health Administration is anticipated to cost \$62,145 in salaries and benefits for the remainder of fiscal year (FY) 2019-20. The position will be supported through State Aid Realignment for FY 2019-20 and subsequent fiscal years. A supplemental budget is not needed at this time as there are sufficient appropriations available in the budget unit to accommodate the allocation of this position in FY 2019-20. The position and future costs will be included in the FY 2020-21 budget process. There is no impact to the General Fund, as fund 1175 receives a set allocated amount of \$673,661 annually as a required General Fund match to State Aid Realignment. The position will not be supported with these funds and the General Fund

contribution will remain the same.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by creating opportunities for improved safety and health.

OTHER AGENCY INVOLVEMENT:

Human Resources

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to approve the allocation of the Program Coordinator position, however this is not recommended as it will have a negative impact on the Department of Health and Human Services' ability to meet the needs of the community.

ATTACHMENTS:

Classification Review Request Memo

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: 19-1467