



COUNTY OF HUMBOLDT

AGENDA ITEM NO.

C13

For the meeting of: May 8, 2018

Date: April 3, 2018

To: Humboldt County Board of Supervisors

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

Subject: Extension of Extra Help Hours Past the 960 Hour Limit *(4/5 vote Required)*

RECOMMENDATION(S):

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

1. Teresa Cengia, Vocational Assistant to 1920 hours through June 30, 2018;
2. Anita Fullbright, Public Health Nurse to 1920 hours through June 30, 2018;
3. Haylee Gaston, Mental Health Worker to 1920 hours through June 30, 2018;
4. Linda Shepard, Nutrition Aide to 1920 hours through June 30, 2018;
5. Patty Wheeler, Mental Health Worker to 1920 hours through June 30, 2018; *(4/5 vote required)*

SOURCE OF FUNDING:

Mental Health Fund

Public Health Fund

Social Service Fund

DISCUSSION:

Vocational Assistant Teresa Cengia supports Children and Family Services (C&FS) with transporting child clients to and from school and appointments. C&FS has a legal obligation to preserve children's school placements and frequently when removed from parents' care, they end up in homes far from their schools. Many children must be driven significant distances to and from school each day and many of the care providers are unable to provide this service due to other obligations. C&FS depends upon the Vocational Assistants to

Prepared by Yvonne Winter, Deputy Director-ES

CAO Approval *E. Hughes*

REVIEW:

Auditor *KPD*

County Counsel

Personnel *KH*

Risk Manager

Other

TYPE OF ITEM:

☒ Consent

☐ Departmental

☐ Public Hearing

☐ Other

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT

Upon motion of Supervisor *Wilson* Seconded by Supervisor *Bass*

Ayes *Bass, Fennell, Sundberg, Bohn, Wilson*

Nays

Abstain

Absent

PREVIOUS ACTION/REFERRAL:

Board Order No. _____

Meeting of: _____

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

Dated: *5/10/18*

By: *[Signature]*

Kathy Hayes, Clerk of the Board

provide this mandated support to our clients. The Department of Health & Human Services continues to recruit for Vocational Assistants to fill vacant positions. Ms. Cengia has worked 918.75 out of 960 hours as of April 21, 2018.

Public Health Nurse Anita Fullbright supports the Public Health Immunization Clinic. The Clinic currently has one full time Public Health Nurse who is the Immunization Coordinator as well. The Immunization Coordinator is responsible for community outreach to local practices and performs site visits to schools. Having Ms. Fullbright available to cover the Clinic allows the Immunization Coordinator to collaborate with local community partners and outreach to local medical providers. Ms. Fullbright is also instrumental in providing blood draws for our employee screening program as it relates to our Airborne Transmissible Disease Policy. Ms. Fullbright has worked 669.5 out of 960 hours as of April 21, 2018.

Nutrition Aide Linda Shepard provides direct client services to clients in the Women, Infant, Child (WIC) program completing appointments and issuing WIC vouchers. Her time allows WIC to meet the client caseload volume and to provide coverage during staff outages and trainings. Ms. Shepard has worked 704.5 out of 960 hours as of April 21, 2018.

In support of the 24-hour Psychiatric In-Patient Hospital and Emergency unit are Mental Health Workers Haylee Gaston and Patty Wheeler. 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 as well as covering for vacant positions. The Department of Health & Human Services continues to recruit for Mental Health Workers to fill vacant positions. Ms. Gaston has worked 848.25 out of 960 hours as of April 21, 2018. Ms. Wheeler has worked 935 out of 960 hours as of April 21, 2018.

FINANCIAL IMPACT:

Mental Health Worker (class 0911, range 301) assignments of Gaston and Wheeler 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 allocation and Mental Health Services Act. The additional cost of extra help hours for the balance of Fiscal year (FY) 2017-18 is \$14,942. There is sufficient appropriation in Mental Health Administration budget unit 1170-424 due to funded vacant positions for these additional extra help hours.

The Vocational Assistant (class 0742, range 291) assignment of Cengia is funded through Social Services fund; costs associated with the extra help position is funded through Federal, State and Local revenues. The additional cost of extra help hours for the balance of FY 2017-18 is \$16,228. There is sufficient appropriation in Social Services budget unit 1160-511 due to funded vacant positions for these additional extra help hours.

The Nutrition Aide (class 1581, range 324) assignment of Shepard is funded through Public Health Fund; costs associated with the extra help position is funded through the WIC program. The additional cost of extra help hours for the balance of FY 2017-18 is \$18,880. There is sufficient appropriation in Public Health budget unit 1175-415 due to funded vacant positions for these additional extra help hours.

The Public Health Nurse (class 0528, range 416) assignment of Fullbright is funded through Public Health Fund; costs associated with the extra help position is funded through Medical Administrative Activities (MAA) and Realignment revenue. The additional cost of extra help hours for the balance of FY 2017-18 is \$42,178. There is sufficient appropriation in Public Health budget unit 1175-422 due to funded vacant positions for these additional extra help hours.

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.