



# COUNTY OF HUMBOLDT

## Legislation Details (With Text)

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**File created:** 1/21/2022      **In control:** DHHS: Administrative  
**On agenda:** 2/15/2022      **Final action:** 2/15/2022  
**Title:** Allocation of three Administrative Analyst I/II positions and one Health Education Specialist and Supplemental Budget (Requires 4/5 Vote)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Staff Report, 2. 400004 Supplemental Budget.pdf

Date	Ver.	Action By	Action	Result
2/15/2022	1	Board of Supervisors	approved	Pass

**To:** Board of Supervisors

**From:** DHHS: Administration

**Agenda Section:** Consent

**SUBJECT:**

Allocation of three Administrative Analyst I/II positions and one Health Education Specialist and Supplemental Budget (Requires 4/5 Vote)

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Allocate three 1.0 full time equivalent (FTE) Administrative Analyst I/II positions (class 0262A/B, salary range 387/420) in budget unit (BU) 400;
2. Allocate one 1.0 FTE Health Education Specialist I/II position (class 1595A/B, salary range 378/411) in BU 414; effective beginning of the pay period following approval; and
3. Approve and authorize the Auditor-Controller to post the attached supplemental budget (Requires 4/5 vote).

**SOURCE OF FUNDING:**

Public Health Funds (1175), CDPH Health Disparities Grant, COVID Workforce Development Funding

**DISCUSSION:**

As part of a National Initiative to Address COVID-19 Health Disparities, the California Equitable Recovery Initiative providing local assistance funding was established to address COVID-19 and

advance health equity through strategies, interventions, and services that consider systemic barriers that have put certain groups at higher risk. This program aims to strengthen infrastructure and capacity in ways that both address disparities in the current COVID-19 pandemic and set the foundation for equitable recovery. Specific objectives include:

Expanding existing or developing new mitigation and prevention resources and services to reduce COVID-19 related disparities among populations at higher risk and that are underserved.

Increase and improve data collection and reporting for populations experiencing a disproportionate burden of COVID-19 infection, severe illness, and death to guide the response to the COVID-19 pandemic.

Build, leverage, and expand infrastructure support for COVID-19 prevention and control among populations that are at higher risk and underserved.

Mobilize partners and collaborators to advance health equity and address social determinants of health as they relate to COVID-19 health disparities among populations at higher risk and that are underserved.

State Health Equity Plan: All activities will contribute to the development of a State Health Equity Plan structured in a results-based accountability model. This State Health Equity Plan will support coordination, alignment and learning across all work streams; and define a shared direction toward achieving equitable recovery.

The California Department of Public Health (CDPH) allocated a total of \$300,000 to the Department of Health and Human Services (DHHS) - Public Health for this program for the period September 1, 2021 - May 31, 2023. This funding supports partial FTE of a Senior Health Education Specialist focused on health equity activities branch-wide and the addition of a 1.0 FTE Administrative Analyst I/II in the Office of Performance Improvement and Accreditation to support the Live Well Humboldt initiative, which is a data-driven community collaborative for health improvement and health equity.

Additionally, CDPH received funding through the American Rescue Plan Act (ARPA) of 2021 and is allocating 40% of the funding received to local health jurisdictions to establish, expand, train, and sustain the public health workforce to support jurisdictional COVID-19 prevention, preparedness, response, and recovery initiatives, including school-based health programs. CDPH is allocating \$615,666 titled as COVID Workforce Development Funding to County of Humboldt for the period beginning July 1, 2021 to June 30, 2023.

ARPA funding will allow the creation of the following three positions with associated roles:

One 1.0 FTE Administrative Analyst I/II to assist with the fiscal management of COVID-19 grants including timely processing of invoices and purchasing requests, tracking grant spending, working with the program analyst to ensure awards are properly monitored and reported on.

One 1.0 FTE Administrative Analyst I/II to assist with COVID-19 grant management and tracking of grant requirements, timelines, deliverables, and reporting.

One 1.0 FTE Health Education Specialist to plan, coordinate, and deliver COVID-19 media and messaging campaigns, conduct research, and collaborate with community partners to promote vaccination.

FINANCIAL IMPACT:

If approved, the four positions created would be fully funded by CDPH Health Disparities Grant for \$300,000 for fiscal years (FY) 2021-2022 through 2022-2023 and COVID Workforce Development Funding for \$615,666 for FY 2021-2022 through 2022-2023. These funds were not anticipated in FY 2021-2022. The attached supplemental budget will augment Fund 1175, Budget Unit 400004-Health Equity for \$150,000, to account for additional funds being granted in FY 2021-2022. A supplemental budget for the COVID Workforce Development Allocation in the amount of \$367,825 will be brought before your Board with an agenda item to ratify a corresponding contract for Public Health Institute contact tracing services. The amounts for FY 2022-2023 will be included in the county budgeting process. There is no impact to the county General Fund.

STRATEGIC FRAMEWORK:

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

OTHER AGENCY INVOLVEMENT:

Humboldt County Human Resources Department

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board may choose to not allocate the requested positions; however, that is not recommended as it would prevent DHHS-Public Health from providing appropriate services and administrative support.

ATTACHMENTS:

1. 400004 Supplemental Budget

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A