



**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST  
BUDGET MODIFICATION**

(revised 12/31/09)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-7 DATE 5/6/2010  
LYNDA GROW, BOARD CLERK

<b>Board Clerk Use Only</b>	
<b>Meeting Date:</b>	<u>5/6/2010</u>
<b>Agenda Item #:</b>	<u>R-7</u>
<b>Est. Start Time:</b>	<u>10:30am</u>
<b>Date Submitted:</b>	<u>4/19/2010</u>

**BUDGET MODIFICATION: HD-10-37**

<p><b>BUDGET MODIFICATION - HD-37 - Request approval to appropriate Agenda \$252,000 in revenue from the State of Oregon – Department of Human Services, Title: Adolescent Health Division – School Based Health Centers.</b></p>
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*Note: For all other submissions (i.e. Notices of Intent, Ordinances, Resolutions, Orders or Proclamations) please use the APR short form.*

<b>Requested Meeting Date:</b>	<u>May 6, 2010</u>	<b>Amount of Time Needed:</b>	<u>5 minutes</u>
<b>Department:</b>	<u>Health Department</u>	<b>Division:</b>	<u>Integrated Clinical Services</u>
<b>Contact(s):</b>	<u>Lester A. Walker - Budget &amp; Finance Manager</u>		
<b>Phone:</b>	<u>(503) 988-3663</u>	<b>Ext.:</b>	<u>26457</u>
<b>Presenter(s):</b>	<u>Susan Kirchoff, Health Centers Operations Director</u>		
<b>I/O Address:</b>	<u>167/2/210</u>		

**General Information**

**1. What action are you requesting from the Board?**

Approval of appropriation of \$252,000 in additional funding from the State of Oregon – Department of Human Services – Local Public Health Authority FY2010 Financial Award: School Based Health Centers.

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

The State of Oregon Department of Human Services – Adolescent Health Division conducted an evaluation of the School Based Health Center (SBHC) funding formula for the purpose of making the formula more equitable across all of the state certified School Based Health Centers. The evaluation of the funding formula resulted in a redistribution of how funds are allocated to SBHCs. Under the old formula there was little incentive to have multiple centers. Under the new formula Local Public Health Authorities receive additional funding for each certified center in operation with

no cap. This resulted in the Multnomah County Health Department receiving an additional \$252,000 from the State of Oregon for the SBHC program. This additional funding will be used to increase student access to SBHC services by expanding staff and days of service primarily for the David Douglas SBHC location.

This increase in funding affects Program Offer 40024 – School Based Health Centers. Since 1986, Multnomah County School Based Health Centers have provided significant access to comprehensive healthcare to uninsured school-aged youth, as well as youth with insurance who cannot or do not access providers. The services are confidential, culturally competent, and age-appropriate.

**3. Explain the fiscal impact (current year and ongoing).**

Approval of this budget modification will increase the Health Department’s federal/state FY10 budget by \$252,000.

**4. Explain any legal and/or policy issues involved.**

None

**5. Explain any citizen and/or other government participation that has or will take place.**

A funding formula work group was convened to evaluate the previous funding formula which included stakeholders from Oregon State Health Department, Oregon School-Based Health Center Network, SBHC administrators and was approved by Conference of Local Health Officials (CLHO).

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## ATTACHMENT A

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### Budget Modification

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If the request is a **Budget Modification**, please answer **all** of the following in detail:

- **What revenue is being changed and why? If the revenue is from a federal source, please list the Catalog of Federal Assistance Number (CFDA).**

The Health Department's federal/state revenue budget will increase by \$252,000 in FY10 as a result of the work performed under this award.

- **What budgets are increased/decreased?**

Integrated Clinic Services budget is increased by \$252,000 by direct state revenue.

Permanent	\$24,354
Temporary	\$15,704
Overtime	\$3,029
Salary Related Expenses	\$8,198
Non Base Fringe	\$2,930
Insurance Benefits	\$6,294
Non Base Insurance	\$668
Professional Services	\$49,308
Printing	\$13,350
Repairs and Maintenance	\$4,500
Postage	\$120
Supplies	\$18,700
Medical & Dental Supplies	\$7,370
Food	\$500
Travel & Training	\$1,640
Local Travel/Mileage	\$494
Drugs	\$18,500
Dues & Subscriptions	\$75
Central Indirect	\$6,269
Dept Indirect	\$15,278
Intl Svc Telephone	\$3,500
Intl Svc Data Proc	\$8,500
Intl Svc Bldg Mgmt	\$30,000
Intl Svc Dist/Postage	\$12,719
<b>Total</b>	<b>\$252,000</b>

- **What do the changes accomplish?**

The majority of this funding increase will be used to ramp up student access at the David Douglas SBHC location by expanding staff and days of service. Additionally, some of this funding will be used to enhance SBHC services at other existing locations throughout the county.

- **Do any personnel actions result from this budget modification? Explain.**

1. Existing Nurse Practitioner position 703134 is increased by 0.10 FTE from 0.70 to 0.80 FTE.
2. Existing Nurse Practitioner position 700119 is increased by 0.12 FTE from 0.42 to 0.54 FTE.

3. Existing Office Assistant Senior position 707351 is increased by 0.10 FTE from 0.67 to 0.77 FTE.

- **If a grant, is 100% of the central and department indirect recovered? If not, please explain why.**

The revenue covers 100% of these costs.

- **Is the revenue one-time-only in nature? Will the function be ongoing? What plans are in place to identify a sufficient ongoing funding stream?**

This is an ongoing source of revenue.

- **If a grant, what period does the grant cover? When the grant expires, what are funding plans? Are there any particular stipulations required by the grant (i.e. cash match, in kind match, reporting requirements etc)?**

The grant covers budget period 7/1/09 – 6/30/10. This is an ongoing source of revenue that is expected to be renewed annually. There are no cash match or in kind match requirements for this grant nor are there any non-standard reporting requirements.

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## ATTACHMENT B

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**BUDGET MODIFICATION: HD-10-37**

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### Required Signatures

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**Elected Official or  
Department/  
Agency Director:**

**KaRin Johnson for**

**04-13-2010**

**Date:**

*Lillian Shurley*

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**Budget Analyst:**

**Date:**

*FOR KATHLEEN-FULLER-POE  
L. Brown, NR*

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**Department HR:**

**Date: 4/7/2010**

**Countywide HR:**

**Date: 4/12/2010**

*Jandace J. Busby*

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Budget Modification ID: **HD-10-37**

Budget/Fiscal Year: 2010

**EXPENDITURES & REVENUES**

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with SAP.

Line No.	Fund Center	Fund Code	Program #	Func. Area	Internal Order	Accounting Unit		Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
						Cost Center	WBS Element						
117	72-55	3504		20		904400		50310	(1,373,416)	(1,386,135)	(12,719)		Mail & Distribution Revenue
118	72-55	3504		20		904400		60230	890,710	903,429	12,719		Offsetting expenditure
119													
120	72-50	3505		20		902575		50310	(28,736,614)	(28,766,614)	(30,000)		Building Management Revenue
121	72-50	3505		20		902575		60170	4,204,277	4,234,277	30,000		Offsetting expenditure
122										0			
123	72-10	3500		20		705210		50316	(53,074,233)	(53,081,195)	(6,962)		Insurance Revenue
124	72-10	3500		20		705210		60330	1,108,183	1,115,145	6,962		Offsetting expenditure
125													
126	19	1000		20		9500001000		50310	(7,088,997)	(7,095,265)	(6,268)		Indirect reimbursement rev in GF
127	19	1000		20		9500001000		60470	6,817,492	6,823,760	6,268		CGF Contingency expenditure
128													
129	40-90	1000	40040	30		409050		50370	(5,349,755)	(5,365,034)	(15,279)		Indirect dept reimbursement rev in GF
130	40-90	1000	40040	30		409001		60000	795,488	810,767	15,279		Off setting dept expenditure in GF
131													
132													
133													
134													
135													
136													
137													
138													
139													
140													
141													
142													
143													
144													
145													
											0	0	Total - Page 5
											0	0	GRAND TOTAL

**ANNUALIZED PERSONNEL CHANGE**

Change on a full year basis even though this action affects only a part of the fiscal year (FY).

							ANNUALIZED			
Fund	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
26030	6002	61472	44525-00-26030	OFFICE ASSISTANT SENIOR	701093	(0.50)	(21,067)	(6,109)	(7,233)	(34,409)
26030	6002	61472	44540-00-26030	OFFICE ASSISTANT SENIOR	701093	0.50	21,067	6,109	7,233	34,409
1000	6012	61472	44525-GF	CLINIC MEDICAL ASSISTANT	708280	(0.40)	(14,978)	(4,714)	(5,645)	(25,337)
1000	6012	61472	44540-GF	CLINIC MEDICAL ASSISTANT	708280	0.50	18,723	5,892	7,057	31,672
1000	6314	61472	44525-GF	NURSE PRACTITIONER	704613	(0.25)	(24,086)	(7,580)	(4,500)	(36,166)
1000	6314	61472	44540-GF	NURSE PRACTITIONER	704613	0.25	24,086	7,580	4,500	36,166
1000	6012	61472	404504	CLINIC MEDICAL ASSISTANT	708280	(0.10)	(3,745)	(1,179)	(1,412)	(6,336)
23850	6314	64696	4SA25-17	NURSE PRACTITIONER	703134	0.10	9,694	2,811	2,140	14,645
23850	6314	61473	4SA25-8	NURSE PRACTITIONER	700119	0.12	10,447	3,288	2,480	16,215
23850	6002	61469	4SA25-3	OFFICE ASSISTANT SENIOR	707351	0.10	4,213	1,222	1,447	6,882
1000	6314	64696	44530-GF	NURSE PRACTITIONER	703134	(0.10)	(9,694)	(2,811)	(2,140)	(14,645)
1000	6314	64696	404504	NURSE PRACTITIONER	703134	0.10	9,694	2,811	2,140	14,645
										0
										0
										0
<b>TOTAL ANNUALIZED CHANGES</b>						<b>0.32</b>	<b>24,354</b>	<b>7,320</b>	<b>6,067</b>	<b>37,741</b>

**CURRENT YEAR PERSONNEL DOLLAR CHANGE**

Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this Bud Mod.

							CURRENT YEAR			
Fund	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
26030	6002	61472	44525-00-26030	OFFICE ASSISTANT SENIOR	701093	(0.50)	(21,067)	(6,109)	(7,233)	(34,409)
26030	6002	61472	44540-00-26030	OFFICE ASSISTANT SENIOR	701093	0.50	21,067	6,109	7,233	34,409
1000	6012	61472	44525-GF	CLINIC MEDICAL ASSISTANT	708280	(0.40)	(14,978)	(4,714)	(5,645)	(25,337)
1000	6012	61472	44540-GF	CLINIC MEDICAL ASSISTANT	708280	0.50	18,723	5,892	7,057	31,672
1000	6314	61472	44525-GF	NURSE PRACTITIONER	704613	(0.25)	(24,086)	(7,580)	(4,500)	(36,166)
1000	6314	61472	44540-GF	NURSE PRACTITIONER	704613	0.25	24,086	7,580	4,500	36,166
1000	6012	61472	404504	CLINIC MEDICAL ASSISTANT	708280	(0.10)	(3,745)	(1,179)	(1,412)	(6,336)
23850	6314	64696	4SA25-17	NURSE PRACTITIONER	703134	0.10	9,694	2,811	2,140	14,645
23850	6314	61473	4SA25-8	NURSE PRACTITIONER	700119	0.12	10,447	3,288	2,480	16,215
23850	6002	61469	4SA25-3	OFFICE ASSISTANT SENIOR	707351	0.10	4,213	1,222	1,447	6,882
1000	6314	64696	44530-GF	NURSE PRACTITIONER	703134	(0.10)	(9,694)	(2,811)	(2,140)	(14,645)
1000	6314	64696	404504	NURSE PRACTITIONER	703134	0.10	9,694	2,811	2,140	14,645
										0
										0
										0
<b>TOTAL CURRENT FY CHANGES</b>						<b>0.32</b>	<b>24,354</b>	<b>7,320</b>	<b>6,067</b>	<b>37,741</b>

FM Side			PS/CO Side			Cost Element/ Commitment Item	Notes
FM Fund Center	FM Fund Code	Functional Area	Internal Order	Cost Center	WBS Element		
<b>General Fund Contingency</b>				9500001000		60470	Reduce available General Fund Contingency
19	1000	0020		xxx	xxx	xxxxx	Increase Expenditure
xx-xx	xxxxx	0020					
<b>Indirect</b>							
<b>Central</b>							
xx-xx	xxxxx				xxx	60350	Indirect Expenditure
19	1000	0020		9500001000		50310	Indirect reimbursement revenue in General Fund
19	1000	0020		9500001000		60470	CGF Contingency expenditure
<b>Departmental</b>							
xxx	xxxxx				xxx	60355	Indirect Department Expenditure
xx-xx	1000			xxx	xxx	50370	Indirect Dept reimbursement revenue in General Fund
xx-xx	1000			xxx	xxx	xxx	Off setting Dept expenditure in General Fund
<b>Telecommunications</b>							
xx-xx	xxxxx				xxx	60370	Departmental telecommunication expenditure
10-10	3503	0020		709525		50310	Budgets receipt of reimbursement
10-10	3503	0020		709525		60200	Budgets offsetting expenditure in telecommunications fund
<b>Data Processing</b>							
xx-xx	xxxxx				xxx	60380	Departmental data processing expenditures
10-10	3503	0020		709000		50310	Budgets receipt of Data Processing reimbursement
10-10	3503	0020		709000		60240	Budgets offsetting expenditures
<b>PC Flat Fee</b> <i>(Flat Fee is no longer in effect for most Departments beginning in FY 2007)</i>							
xx-xx	xxxxx				xxx	60390	Departmental PC Flat Fee expenditure
10-10	3503	0020		709617		50310	Budgets receipt of PC Flat Fee
10-10	3503	0020		709617		60240	Budgets offsetting expenditure
<b>Electronic Service Reimbursement</b>							
xx-xx	xxxxx					60420	Departmental Electronics expenditure
72-55	3501	0020		904200		50310	Receipt of Electronics service reimbursement
72-55	3501	0020		904200		60240	Budgets offsetting expenditure
<b>Motor Pool:</b> <i>Use this cost center if you are adding funds for motor pool use.</i>							
xx-xx	xxxxx				xxx	60410	Departmental Motor Pool expenditure
72-55	3501	0020		904150		50310	Budgets receipt of Motor Pool service reimbursement
72-55	3501	0020		904150		60240	Budgets offsetting expenditure
<b>Fleet:</b> <i>Use this cost center if you are adding funds for dedicated program cars.</i>							
xx-xx	xxxxx				xxx	60410	Departmental Fleet expenditure
72-55	3501	0020		904100		50310	Budgets receipt of Fleet service reimbursement
72-55	3501	0020		904100		60240	Budgets offsetting expenditure
<b>Building Management</b>							
xx-xx	xxxxx				xxx	60430	Departmental Building Management expenditure
72-50	3505	0020		902575		50310	Budgets receipt of Building Management service reimbursement
72-50	3505	0020		902575		60170	Budgets offsetting expenditure
<b>Insurance Service Reimbursement</b>							
xx-xx	xxxxx					60140 or 60145	Departmental Insurance expenditure
72-10	3500	0020		705210		50316	Insurance Revenue
72-10	3500	0020		705210		60330	Offsetting expenditure
<b>Lease Payments to Capital Lease Retirement Fund</b>							
xx-xx	xxxxx					60450	Departmental Capital Lease Retirement expenditure Contact your Budget Analyst to complete this.
<b>Mail &amp; Distribution</b>							
xx-xx	xxxxx				xxx	60460	Mail & Distribution expenditure
72-55	3504	0020		904400		50310	Budgets receipt of service reimbursement
72-55	3504	0020		904400		60230	Budgets offsetting expenditure
<b>Records</b>							
xx-xx	xxxxx				xxx	60460	Records expenditure
72-55	3504	0020		904500		50310	Budgets receipt of service reimbursement
72-55	3504	0020		904500		60240	Budgets offsetting expenditure
<b>Stores</b>							
xx-xx	xxxxx				xxx	60460	Stores expenditure
72-55	3504	0020		904600		50310	Budgets receipt of service reimbursement
72-55	3504	0020		904600		60240	Budgets offsetting expenditure

**How are functional areas assigned to cost objects?**

For the most part, functional area is related to what department has recorded the revenue or expenditure (i.e. the District Attorney is reported in Public Safety and Justice). There are some exceptions to this rule that require certain funds to be assigned to a particular functional area, regardless of what department the revenues or expenditures are recorded in.

Functional Area Assignments ~ Based on Fund		
1501 – Road Fund	Roads and Bridges	80
1502 – Emergency Communications Fund	Community Services	60
1503 – Bike Path Fund	Community Services	60
1504 – Recreation Fund	Community Services	60
1506 – County School Fund	Community Services	60
1509 – Willamette River Bridges Fund	Roads and Bridges	80
1510 – Library Fund	Library	70
1512 – Land Corner Preservation Fund	Roads and Bridges	80
2500 – Justice Bond Project Fund	Public Safety and Justice	50
2501 – Revenue Bond Project Fund	Community Services	60
2502 – SB 1145 Fund	Public Safety and Justice	50
2504 – Building Project Fund	Community Services	60
2505 – Deferred Maintenance Fund	Community Services	60
2506 – Library Construction / 1996 Bonds Fund	Library	70
2507 – Capital Improvement Fund	Community Services	60
2509 – Asset Preservation Fund	Community Services	60
2510 – Library Property Fund	Library	70
3000 – Dunthorpe-Riverdale Service Dist #14 Fund	Dunthorpe-Riverdale Service Dist #14	500
3001 – Mid County Service District #1 Fund	Mid County Service District #1	510
3002 – Behavioral Health Managed Care Fund	Behavioral Health Managed Care	520

If a cost object is not in one of the funds listed above, then the functional area should be assigned based on the department that the cost object is in.

Functional Area Assignments ~ Based on Department (Fund Center)		
Non-Departmental (10, except 10-50)	General Government	20
Non-Departmental – CCFC (10-50)	Social Services	40
District Attorney (15)	Public Safety and Justice	50
Countywide (18 & 19)	General Government	20
Human Services (20, 25, 26, 30 & 31)	Social Services	40
School and Community Partnerships (21)	Social Services	40
Health (40)	Health Services	30
Community Justice (50)	Public Safety and Justice	50
Sheriff's Office (60)	Public Safety and Justice	50
County Management (72)	General Government	20
Community Services (91)	General Government	20
Library (80)	Library	70

*If you have any questions or comments, please contact Susan Luce in General Ledger at ext. 22138.*