



**MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST
BUDGET MODIFICATION**

(revised 12/31/09)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # R-10 DATE 10/13/11
MARINA BAKER, ASST BOARD CLERK

Board Clerk Use Only

Meeting Date:	<u>10/13/11</u>
Agenda Item #:	<u>R.10</u>
Est. Start Time:	<u>10:20 am</u>
Date Submitted:	<u>8/31/11</u>

BUDGET MODIFICATION: HD-12-02

Agenda Title:	BUDGET MODIFICATION - HD-12-02 – Request approval to appropriate \$50,000 in revenue from the Kaiser Permanente Oral Health Special Initiative grant.
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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.

Requested Meeting Date:	<u>October 13, 2011</u>	Amount of Time Needed:	<u>5 minutes</u>
Department:	<u>Health Department</u>	Division:	<u>Integrated Clinical Services</u>
Contact(s):	<u>Lester A. Walker - Budget & Finance Manager</u>		
Phone:	<u>(503) 988-3663</u>	Ext.:	<u>26457</u>
Presenter(s):	<u>Vanetta Abdellatif, ICS Director; Christine Bernsten, Program Manager; Erin Connelly, Program Development Specialist</u>		
I/O Address:	<u>167/2/210</u>		

General Information

1. What action are you requesting from the Board?

Approval to appropriate \$50,000 in revenue from the Kaiser Permanente Oral Health Special Initiative grant.

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 Multnomah County Health Department is the largest safety-net health provider in Oregon. In 2010, the Department's Dental Program provided services to nearly 24,000 clients at its five clinics. Seventy percent of these clients reported incomes below 100% of the federal poverty level. In addition, the Department's School and Community Oral Health Program provided screening and sealant services to over 6,500 children and delivered oral health education to over 23,000 children and adults in 2010. Despite the broad reach of these programs, the need for dental services in Multnomah County overwhelms the Health Department's capacity to provide care. At the same time, there is a shortage of dental health professionals serving low income residents in Multnomah County who depend on the safety-net for oral health services.

Funding through the Kaiser Permanente Oral Health Initiative will increase the capacity to provide oral health education and treatment in Multnomah County to low income families by creating a workforce development infrastructure designed to increase the number of dental public health professionals available to provide care. The Health Department will partner with local dental schools in the Portland area to create the Dental Public Health Rotation Program. This program will offer dental students a range of hands-on mentored experiences that enable them to work alongside licensed dental staff in both clinic and community settings. As the only federally funded health center in Multnomah County that provides dental care, the Health Department's Dental Program is able to provide comprehensive and valuable experiences for dental students as they plan and evaluate career options. The Dental Public Health Rotation Program addresses all four priority areas of Kaiser's Oral Health Initiative. For example:

- It will increase access to oral health care and prevention messages by augmenting the Dental Program's ability to provide educational outreach and treatment in the clinics.
- The project will address the need for a policy approach to Multnomah County's long-standing oral health professional shortage designation by identifying and piloting models of collaboration between academic and public health entities.
- The project will enhance oral health education messages by introducing dental professional students to public health field experiences, and by strengthening the Dental Program's educational community outreach.
- Finally, this project will support the implementation of best practices for recruitment and retention of public health dental practitioners.

This budget modification supports Program Offer 40017: Dental Services.

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

Approval of this budget modification will increase the Health Department's federal/state FY 2012 budget by \$50,000. There is no impact to the County General Fund.

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.

The project has been recommended by the Community Health Council, and the Health Department is coordinating with local schools of dentistry and dental hygiene regarding this project.

ATTACHMENT A

Budget Modification

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 \$50,000 in FY 2012 as a result of the work performed under this award.

This is not federal revenue.

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

The Health Department's budget will have the following changes:

- Permanent budget will increase by \$21,032
- Salary Related Expense budget will increase by \$6,120
- Insurance Benefits budget will increase by \$8,277
- Repairs & Maintenance budget will increase by \$4,350
- Supplies budget will increase by \$2,745
- Travel & Training budget will increase by \$1,350
- Local Travel budget will increase by \$577
- Central Indirect budget will increase by \$1,155
- Department Indirect budget will increase by \$2,994
- Internal Services Telephone budget will increase by \$1,250
- Internal Services Motor Pool budget will increase by \$150

- **What do the changes accomplish?**

Funding through this grant will increase the Multnomah County's capacity to provide oral health education and treatment to low income families by creating a workforce development infrastructure designed to increase the number of dental public health professionals available to provide care.

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

Add 0.42 Program Development Specialist, position number 715154. This position was reviewed by Class/Comp and approved on 8/5/2011 (request #1756). The internal services costs necessary to support this position are included in the current FY 2012 budget.

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

The revenue covers 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?**

The grant funding will be one-time-only in nature. As these elements of the program are developed, they will be incorporated into the policies and activities of the Dental Services Program. After the three-year grant period, this program will be fully established as a function within the Health Department, and sustained through cooperative agreements between the Health Department and participating schools.

- 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 period is July 20, 2011 to June 30, 2014.

There are no match requirements or non-standard reporting requirements.

ATTACHMENT B

BUDGET MODIFICATION: HD-12-02

Required Signatures

Elected Official or Department/ Agency Director:	KaRin Johnson for	8/31/2011
		Date:

Lillian Shurley

Budget Analyst:		08/31/11
		Date:



Department HR:	Kathleen Fuller	08/29/2011
		Date:

Joi E. Doi

Countywide HR:	Joi E. Doi, Class Comp Manager	8/30/2011
		Date:

Budget Modification ID: **HD-12-02**

EXPENDITURES & REVENUES

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

Budget/Fiscal Year: 2012

Line No.	Fund Center	Fund Code	Program #	Func. Area	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
					Internal Order	Cost Center	WBS Element						
1	40-60	32475	40017	0030			4CA106-7	50210	-	(50,000)	(50,000)		Increase OP-Nongovt'l Prog
2	40-60	32475	40017	0030			4CA106-7	60000	-	21,032	21,032		Increase Permanent
3	40-60	32475	40017	0030			4CA106-7	60130	-	6,120	6,120		Increase Salary Related Exps
4	40-60	32475	40017	0030			4CA106-7	60140	-	8,277	8,277		Increase Insurance Benefits
5	40-60	32475	40017	0030			4CA106-7	60220	-	4,350	4,350		Increase Repairs & Maint
6	40-60	32475	40017	0030			4CA106-7	60240	-	2,745	2,745		Increase Supplies
7	40-60	32475	40017	0030			4CA106-7	60260	-	1,350	1,350		Increase Travel & Training
8	40-60	32475	40017	0030			4CA106-7	60270	-	577	577		Increase Local Travel/Mileage
9	40-60	32475	40017	0030			4CA106-7	60350	-	1,155	1,155		Increase Central Indirect
10	40-60	32475	40017	0030			4CA106-7	60355	-	2,994	2,994		Increase Dept Indirect
11	40-60	32475	40017	0030			4CA106-7	60370	-	1,250	1,250		Increase Intl Svc Telephone
12	40-60	32475	40017	0030			4CA106-7	60410	-	150	150		Increase Intl Svc Motor Pool
13										-			
14	72-10	3500		0020		705210		50316	(59,732,550)	(59,742,403)	(9,853)		Insurance Revenue
15	72-10	3500		0020		705210		60330	3,992,147	4,002,000	9,853		Offsetting Expenditure
16										-			
17	19	1000		0020		9500001000		50310	(6,813,270)	(6,814,425)	(1,155)		Indirect Reimb Rev in GF
18	19	1000		0020		9500001000		60470	16,583,740	16,584,895	1,155		CGF Contingency Expenditure
19										-			
20	40-90	1000	40040	0030		409050		50370	(5,941,209)	(5,944,203)	(2,994)		Dept Indirect Revenue
21	40-90	1000	40040	0030		409001		60100	349,460	352,454	2,994		Dept Indirect Offsetting Exp
22										-			
23	72-55	3501		0020		904100		50310	(4,230,051)	(4,230,201)	(150)		Motor Pool Service Reimbursement
24	72-55	3501		0020		904100		60240	2,198,198	2,198,348	150		Motor Pool Offset
25										-			
26	72-60	3503		0020		709525		50310	(3,162,364)	(3,163,614)	(1,250)		Telecommunications Reimbursement
27	72-60	3503		0020		709525		60200	1,553,921	1,555,171	1,250		Telecommunications Offset
28										-			
29										-			
										-	-		Total - Page 1
										-	-		GRAND TOTAL

FM Side			PS/CO Side			Cost Element/Commitment Item	Notes
FM Fund Center	FM Fund Code	Functional Area	Internal Order	Cost Center	WBS Element		
General Fund Contingency							
19	1000	0020		9500001000		60470	Reduce available General Fund Contingency
xx-xx	xxxxx	0020		xxx	xxx	xxxxx	Increase Expenditure
Indirect Central							
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
Departmental							
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
Telecommunications							
xx-xx	xxxxx				xxx	60370	Departmental telecommunication expenditure
72-60	3503	0020		709525		50310	Budgets receipt of reimbursement
72-60	3503	0020		709525		60200	Budgets offsetting expenditure in telecommunications fund
Data Processing							
xx-xx	xxxxx				xxx	60380	Departmental data processing expenditures
72-60	3503	0020		709000		50310	Budgets receipt of Data Processing reimbursement
72-60	3503	0020		709000		60240	Budgets offsetting expenditures
PC Flat Fee (Flat Fee is no longer in effect for most Departments beginning in FY 2007)							
xx-xx	xxxxx				xxx	60390	Departmental PC Flat Fee expenditure
72-60	2508	0020		between 709201 & 709211		50310	Budgets receipt of PC Flat Fee
72-60	2508	0020		between 709201 & 709211		60240	Budgets offsetting expenditure
Electronic Service Reimbursement							
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
Motor Pool							
xx-xx	xxxxx				xxx	60410	Departmental Motor Pool expenditure
72-55	3501	0020		904100		50310	Budgets receipt of Motor Pool service reimbursement
72-55	3501	0020		904100		60240	Budgets offsetting expenditure
Building Management							
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
Insurance Service Reimbursement							
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
Lease Payments to Capital Lease Retirement Fund							
xx-xx	xxxxx					60450	Departmental Capital Lease Retirement expenditure Contact your Budget Analyst to complete this.
Mail & Distribution							
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
Records							
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
Stores							
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.