



**MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST
BUDGET MODIFICATION**

(revised 12/31/09)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # R-9 DATE 4-22-2010
LYNDA GROW, BOARD CLERK

Board Clerk Use Only

Meeting Date: 4/22/2010
Agenda Item #: R-9
Est. Start Time: 10:25
Date Submitted: 3/24/2010

BUDGET MODIFICATION: HD-10 - 28

**BUDGET MODIFICATION HD-10-28 Request approval to appropriate \$97,000
Agenda in revenue from the State of Oregon – Department of Human Services – Metro
Title: Area Pertussis Surveillance grant.**

Note: For all other submissions (i.e. Notices of Intent, Ordinances, Resolutions, Orders or Proclamations) please use the APR short form.

Requested Meeting Date: 22 April 2010 Amount of Time Needed: 5 Minutes
Department: Health Department Division: Community Health Services
Contact(s): Lester A. Walker, Budget and Finance Manager
Phone: 503-988-3663 Ext. 26457 I/O Address: 167/2/210
Arlene Warren, Communicable Diseases Program Manager; Loreen Nichols, CHS
Presenter(s): Director

General Information

1. What action are you requesting from the Board?

Approval of appropriation of \$97,000 in revenue from the State of Oregon – Department of Human Services – Metro Area Pertussis Surveillance 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.

Pertussis is a common and sometimes fatal cough illness that stubbornly persists despite widespread childhood immunization and use of antibiotics.

Pertussis has been a significant problem in Oregon. In 2002, reported pertussis cases in Oregon began a steep rise to reach a 45-year high in 2004. The greatest increase in recent years has been in adolescents and adults. Now more than 60% of the pertussis cases are older than 10 years of age, and Oregon has seen a number of large and disruptive outbreaks among middle and high school

students. Because pertussis often goes undiagnosed in adolescents and adults and specimens are collected from but a tiny minority of cases, the actual number of cases must greatly exceed the number reported.

Infants too young to have completed their primary vaccine series account for the majority of pertussis-related complications, hospitalizations and deaths. Almost half of the 440 infants reported with pertussis in Oregon since 2000 have had to be hospitalized. At least four infants in Oregon have died of the disease since 2003. Infants also have the highest reported incidence of pertussis illness since 2000 in Oregon.

The primary accomplishments of this grant are:

- To complete pertussis case investigation and contact identification in Multnomah, Clackamas and Washington Counties per State Investigative Guidelines and Metro-Area Pertussis Surveillance (MAPS) expanded pertussis surveillance protocols as determined with the State and CDC;
- To review medical records of each hospitalized infant and pediatric pertussis case;
- To offer provider outreach and education to encourage recognition of and appropriate testing for pertussis; and
- To analyze the pertussis data.

This increase in funding affects Program Offer 40010: Communicable Disease Prevention & Control.

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

Approval of this budget modification will increase the Health Department's federal/state FY 2010 budget by \$97,000.

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.

This is a collaboration between Multnomah County and the Oregon Public Health Division as well as Clackamas and Washington Counties.

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 \$97,000 in FY 2010 as a result of this grant.

This is federal revenue, CFDA 93.283: Centers for Disease Control and Prevention (CDC), Investigations and Technical Assistance.

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

As a result of this budget modification, the Health Department's budget will have the following changes:

- Permanent budget will increase by \$30,684
- Temporary budget will increase by \$18,226
- Salary Related Expense budget will increase by \$8,898
- Non Base Fringe budget will increase by \$5,285
- Insurance Benefits budget will increase by \$7,954
- Non Base Insurance will increase by \$775
- Printing budget will increase by \$2,000
- Supplies budget will increase by \$6,000
- Medical and Dental Supplies budget will increase by \$2,000
- Local Travel/Mileage budget will increase by \$660
- Software Lic/Maint budget will increase by \$5,000
- Central Indirect budget will increase by \$2,413
- Department Indirect will increase by \$5,881
- Internal Services Telephone budget will increase by \$1,224

- **What do the changes accomplish?**

The primary accomplishments of this grant will be to complete pertussis case investigation and contact identification in Multnomah, Clackamas and Washington Counties per State Investigative Guidelines and Metro-Area Pertussis Surveillance (MAPS) expanded pertussis surveillance protocols as determined with the State and CDC.

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

This action will increase the Health Department's FTE budget by 0.50 FTE. One Community Health Nurse position will be added, as approved by Class Comp on request #1362. The internal services costs necessary to support this FTE are included in this budget modification.

- **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?**

This is a new and ongoing revenue stream. The Centers for Disease Control and Prevention (CDC) may choose to continue the study indefinitely in the event that the surveillance for pertussis is successful. If this funding source is discontinued, the Health Department will not continue to perform the expanded surveillance for pertussis.

- **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 January 1, 2010 – June 30, 2010.

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

NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

ATTACHMENT B

BUDGET MODIFICATION: HD-10 - 28

Required Signatures

Elected Official
or Department/
Agency Director:

KaRin Johnson for

03-24-2010

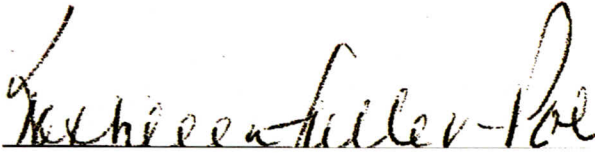
Date:



03/24/2010

Budget Analyst:

Date:

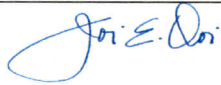


Department HR:

Date:

03/22/2010

March 24,
2010



Countywide HR:

Date:

Budget Modification ID: **HD-10-28****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: 2010

Line No.	Fund Center	Fund Code	Program #	Func. Area	Internal Order	Accounting Unit Cost Center	WBS Element	Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
1	40-30	32392	40010	0030		403600	4SA100-1	50190	0	(97,000)	(97,000)		Increase IG-OP-Fed Thru St
2	40-30	32392	40010	0030		403600	4SA100-1	60000	0	30,684	30,684		Increase Permanent
3	40-30	32392	40010	0030		403600	4SA100-1	60100	0	18,226	18,226		Increase Temporary
4	40-30	32392	40010	0030		403600	4SA100-1	60130	0	8,898	8,898		Increase Salary Related Exps
5	40-30	32392	40010	0030		403600	4SA100-1	60135	0	5,285	5,285		Increase Non Base Fringe
6	40-30	32392	40010	0030		403600	4SA100-1	60140	0	7,954	7,954		Increase Insurance Benefits
7	40-30	32392	40010	0030		403600	4SA100-1	60145	0	775	775		Increase Non Base Insurance
8	40-30	32392	40010	0030		403600	4SA100-1	60180	0	2,000	2,000		Increase Printing
9	40-30	32392	40010	0030		403600	4SA100-1	60240	0	6,000	6,000		Increase Supplies
10	40-30	32392	40010	0030		403600	4SA100-1	60246	0	2,000	2,000		Increase Med & Dental Supplie
11	40-30	32392	40010	0030		403600	4SA100-1	60270	0	660	660		Increase Local Travel/Mileage
12	40-30	32392	40010	0030		403600	4SA100-1	60290	0	5,000	5,000		Increase Software Lic/Maint
13	40-30	32392	40010	0030		403600	4SA100-1	60350	0	2,413	2,413		Increase Central Indirect
14	40-30	32392	40010	0030		403600	4SA100-1	60355	0	5,881	5,881		Increase Dept Indirect
15	40-30	32392	40010	0030		403600	4SA100-1	60370	0	1,224	1,224		Increase Intl Svc Telephone
16										0			
17	72-10	3500		0020		705210		50316		(8,729)	(8,729)		Insurance Revenue
18	72-10	3500		0020		705210		60330		8,729	8,729		Offsetting Expenditure
19										0			
20	19	1000		0020		9500001000		50310		(2,413)	(2,413)		Indirect Reimb Rev in GF
21	19	1000		0020		9500001000		60470		2,413	2,413		CGF Contingency Expenditure
22										0			
23	40-90	1000	40040	0030		409050		50370		(5,881)	(5,881)		Dept Indirect Revenue
24	40-90	1000	40040	0030		409001		60000		5,881	5,881		Dept Indirect Offsetting Exp
25										0			
26	10-10	3503		0020		709000		50310		(1,224)	(1,224)		Intl Svc Telephone Rev
27	10-10	3503		0020		709000		60200		1,224	1,224		Offsetting Expenditure
28										0			
29										0			
											0	0	Total - Page 1
											0	0	GRAND TOTAL

FM Side				PS/CO Side			Cost Element/Commitment	
FM Fund Center	FM Fund Code	Functional Area	Internal Order	Cost Center	WBS Element	Cost Element/Commitment Item	Notes	
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	
10-10	3503	0020		709525		50310	Budgets receipt of reimbursement	
10-10	3503	0020		709525		60200	Budgets offsetting expenditure in telecommunications fund	
Data Processing								
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	
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	
10-10	3503	0020		709617		50310	Budgets receipt of PC Flat Fee	
10-10	3503	0020		709617		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: Use this cost center if you are adding funds for motor pool use.								
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	
Fleet: Use this cost center if you are adding funds for dedicated program cars.								
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	
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.