



**Multnomah County**  
**Agenda Placement Request**  
**Budget Modification**  
(FY 2018)

**Board Clerk Use Only**

**Meeting Date:** \_\_\_\_\_

**Agenda Item #:** \_\_\_\_\_

**Est. Start Time:** \_\_\_\_\_

**Date Submitted:** \_\_\_\_\_

**Agenda Title:** BUDGET MODIFICATION # DCHS-04-19: Increasing the Aging, Disability & Veteran Services Division FY19 Appropriation by \$107,253,

**Requested Meeting Date:** 9/13/18

**Time Needed:** 5 minutes

**Department:** 25 - County Human Services

**Division:** Aging, Disability & Veterans Services

**Contact(s):** Irma Jimenez

**Phone:** 503-988-6947

**Ext.** 86947

**I/O Address** 167/1/510

**Presenter Name(s) & Title(s):** Irma Jimenze, Manager Senior

**General Information**

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

The Department of County Human Services (DCHS) is requesting approval of budget modification DCHS-04-19 which increases Aging, Disability and Veterans Services Division's (ADVSD) fiscal year 2019 budget appropriation by \$107,253 and adds a 0.83 FTE Case Manager Senior (Intake Worker) position (1.00 FTE annualized).

**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.**

Intake Workers provide independent assessments for clients 65 and older or persons with disabilities age 18 and over to determine initial and ongoing eligibility for Medicaid waived services, nursing facility services, personal care services, Medicaid programs, Supplemental Nutrition Assistance Program (SNAP) benefits and other state and federal programs. ADVSD is currently providing on-site hospital Intake Workers through contracts with Providence Health & Services Systems and Legacy Health Systems. This new revenue contract will expand those services to Kaiser Foundation Hospitals. Kaiser Foundation Hospitals will provide \$107,253 funding in fiscal year 2019 for a Case Manager Senior to provide services to their patients such as: service intakes, screening, case look ups, case consultations, interdisciplinary care coordination, conferences, family meetings, financial eligibility determination, placement-related activities and home visits.

These services are provided under Program Offer #25023 ADVSD Long Term Services and Supports (Medicaid).

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

Approval of this budget modification will increase the total ADVSD fiscal year 2019 budget by \$107,253. This is a twenty-two month contract totaling \$235,957 which will expire June 30, 2020 and is renewable upon request.

The additional funding for fiscal year 2019 will increase ADVSD personnel costs by \$83,455 and central and department indirect expenses by \$2,337 and \$9,597, respectively. The supplies budget will increase by \$11,864.

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

N/A

**5. Explain any citizen or other government participation.**

N/A

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**Budget Modification**

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

Kaiser Foundation Hospitals is contracting with ADVSD to supply a Case Manager Senior to provide intake services. The length of the contract period is from September 1, 2018 through June 30, 2020. Total contract amount is \$235,957 with ten month fiscal year 2019 revenue of \$107,253. There is no CFDA number for this revenue.

**7. What budgets are increased/decreased?**

The FY19 budget for the ADVSD Long Term Services & Support program will increase by \$107,253.

Service reimbursement to the Risk Management fund will increase by \$16,968 (insurance benefits).

Service reimbursement to the general fund Contingency will increase by \$2,337 (central indirect revenue).

DCHS Director's Office budget for professional services will increase by \$9,597 (department indirect revenue).

**8. What do the changes accomplish?**

ADVSD will hire a 0.83 FTE (1.00 FTE annualized) Case Manager Senior to perform on-site service intakes and screening services for Kaiser Foundation Hospitals. This will increase intake worker staffing and reduce workload for current intake workers and screeners resulting in reduced timelines and more efficient intakes.

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

Yes. The approval of this budget modification will add a 0.83 FTE Case Manager Senior position

(1.00 FTE annualized) to the ADVSD fiscal year 2019 budget. The position classification was approved by the Central HR Class/Comp unit with request #4138.

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

Yes. All central and department indirect costs are recovered.

**11. 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 revenue and related functions will be ongoing.

**12. 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 (e.g. cash match, in kind match, reporting requirements, etc)?**

The contract period is September 1, 2018 through June 30, 2020. The contract is renewable by agreement of both parties.

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**Required Signature**

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**Elected Official or  
Dept. Director:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Budget Analyst:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Department HR:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Countywide HR:** \_\_\_\_\_

**Date:** \_\_\_\_\_