



MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST BUDGET MODIFICATION

(Revised: 09/23/13)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS

AGENDA # R-16 DATE 12/5/13
MARINA BAKER, ASST BOARD CLERK

Board Clerk Use Only

Meeting Date: 12/5/13
Agenda Item #: R.16
Est. Start Time: 11:55 am
Date Submitted: 11/25/13

Agenda Title: BUDGET MODIFICATION: DCHS14-24 Increasing Aging and Disability Services
Division Federal/State fund appropriation by \$61,344.

Note: if Contingency, use that form. If item other than a BudMod, please use different APR. : Title should not be more than 2 lines but sufficient to describe the action requested.

Requested Meeting Date: 12-5-13 **Time Needed:** 10 min.

Department: County Human Services **Division:** Aging & Disability Services

Contact(s): Dana Lloyd

Phone: 503-988-4073 **Ext.** 84073 **I/O Address:** 167/240

Presenter Name(s) & Title(s): Peggy Brey, Aging and Disability Services Division Director

General Information

1. What action are you requesting from the Board?

The Department of County Human Services (DCHS) is requesting approval of budget modification DCHS14-24 which increases the Aging and Disability Services Division (ADSD) FY2014 fiscal year budget by \$61,344 to fund a Limited Duration Program Specialist Senior position and related materials and supplies charges. The working title of the new position is Long Term Care (LTC) Innovator Agent.

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 is contracting with ADSD and other Area Agencies on Aging (AAA) / Aging and People with Disabilities (APD) offices to fund Long Term Care Innovator Agents in an effort to enhance service coordination and integration between regional Coordinated Care Organizations (CCO) and local providers of Long-Term Services and Supports (LTSS). This is a new two-year contract funded with State general funds for the period October 1,

2013 through June 30, 2015. The total amount of the contract is \$211,344, which will fund a full-time Limited Duration Program Specialist Senior (i.e. Long Term Care Innovator Agent) and related expenses for two years. ADSD's FY2014 fiscal year budget will increase by \$61,344 to fund the new LTC Innovator Agent's personnel costs and related expenses for seven months. The contract will be managed by the Long Term Care program in ADSD, Program Offer 25023A.

The LTC Innovator Agent will be responsible for strategic planning related to the role of LTSS in relationship to the CCOs, and will serve in a connector role between LTSS and the major stakeholders involved in the transformation and integration of service delivery in the Portland Metro Region. This position will facilitate the implementation of the required Memorandum of Understanding between CCOs and local AAA and APD field offices, ensuring accountability for outcomes and timelines. The position will also assume an educational, technical assistance, problem-solving and mediation role between stakeholders.

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

Approval of this budget modification will increase the total ADSD budget for FY2014 by \$61,344. The additional funding will pay for increased Temporary personnel costs of \$57,794, resulting from a new Limited Duration Program Specialist Senior position for seven months and related materials & supplies costs of \$3,550.

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

N/A

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

This position will work out of a Multnomah County office and is assigned primarily to Portland Metro Region: Clackamas, Columbia, Multnomah and Washington Counties. This position may occasionally be asked to work across another defined region on a short term temporary basis to meet the needs of collaboration and innovation as defined by the project.

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).**

ADSD Long Term Care Services Federal/State funding for FY2014 will increase by \$61,344. There is no federal CFDA number associated with these funds.

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

The FY2014 budget for ADSD Long Term Care Services, Program Offer 25023A, will increase by \$61,344.

The service reimbursement to the risk management fund will increase by \$10,730.

- **What do the changes accomplish?**

The funding provides the necessary support to enhance service coordination and integration between regional CCOs and local providers of LTSS.

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

Yes. Temporary personnel costs will increase by \$57,794 to fund a full-time Limited Duration position for seven months of the fiscal year.

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

No. This grant does not pay indirect charges.

- **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 one-time-only contract from the State of Oregon Department of Human Services beginning October 1, 2013 and running through June 30, 2015.

- **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)?**

This is one-time-only revenue from October 1, 2013 to June 30, 2015.

There are no cash match or in kind match requirements.

NOTE: Attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

Required Signatures

Elected Official or Dept Director: Kathy Tinkle for Susan Myers /s/ **Date:** 11/21/13

Budget Analyst: Jennifer Unruh /s/ **Date:** 11/25/2013

Department HR: Urmila Jhattu /s/ **Date:** 11/21/13

Countywide HR: Susan Mullett /s/ **Date:** 11/21/2013

Note: Please submit electronically. Insert names of your approvers followed by /s/ - we no longer use actual signatures. Please date each signature. Use "n/a" when signature not applicable."

DCHS14-24

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: 2014

Line No.	Fund Center	Fund Code	Program #	Func. Area	Accounting Unit		Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Description
					Cost Center	WBS Element					
1	30-55	32611	25023A	0040		ADSDIVLTCWDSF	50190	0	(61,344)	(61,344)	IG-OP- Fed Thru State
2	30-55	32611	25023A	0040		ADSDIVLTCWDSF	60100	0	35,347	35,347	Temporary [LD]
3	30-55	32611	25023A	0040		ADSDIVLTCWDSF	60135	0	11,717	11,717	Non Base Fringe [LD]
4	30-55	32611	25023A	0040		ADSDIVLTCWDSF	60145	0	10,730	10,730	Non Base Insurance [LD]
5	30-55	32611	25023A	0040		ADSDIVLTCWDSF	60180	0	193	193	Printing
6	30-55	32611	25023A	0040		ADSDIVLTCWDSF	60200	0	97	97	Communications
7	30-55	32611	25023A	0040		ADSDIVLTCWDSF	60220	0	82	82	Repairs & Maintenance
8	30-55	32611	25023A	0040		ADSDIVLTCWDSF	60240	0	2,832	2,832	Supplies
9	30-55	32611	25023A	0040		ADSDIVLTCWDSF	60260	0	133	133	Travel & Training
10	30-55	32611	25023A	0040		ADSDIVLTCWDSF	60270	0	213	213	Local Travel & Mileage
11											
12											
13											
14	72-80	3500		0020	705210		50316			(10,730)	Svc Reimb Insurance
15	72-80	3500		0020	705210		60330			10,730	Claims Paid
16											
17											
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30											
31											
32											
										0	Total - Page 1
										0	GRAND TOTAL

Budget Modification: DCHS14-24

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	WBS	Position Title	Position Number	FTE	Temporary	Non-Base Fringe	Non-Base Insurance	TOTAL
32611	6088	65181	ADSDIVLTCWDSF	Program Specialist Sr [Limited Duration]	TBD	N/A	60,594	20,087	18,394	99,075
TOTAL ANNUALIZED CHANGES						0.00	60,594	20,087	18,394	99,075

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.

Effective Date: 12-01-13

							CURRENT YEAR			
Fund	Job #	HR Org	WBS	Position Title	Position Number	FTE	Temporary	Non-Base Fringe	Non-Base Insurance	TOTAL
32611	6088	65181	ADSDIVLTCWDSF	Program Specialist Sr [Limited Duration]	TBD	N/A	35,347	11,717	10,730	57,794
TOTAL CURRENT FY CHANGES						0.00	35,347	11,717	10,730	57,794