



MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST BUDGET MODIFICATION

(Revised: 09/23/13)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # R-2 DATE 8-7-14
LYNDA GROW, BOARD CLERK

Board Clerk Use Only

Meeting Date: 8/7/14
Agenda Item #: R-2
Est. Start Time: 9:40 a.m.
Date Submitted: 7/14/14

Agenda Title: BUDGET MODIFICATION: BudMod-DCHS-10-15 Increasing DCHS Aging and Disability Services Division Federal/State fund appropriation by \$371,175

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: August 7, 2014 **Time Needed:** 5 minutes
Department: County Human Services **Division:** Aging & Disability
Contact(s): Lee Girard
Phone: 503-988-3620 **Ext.** 83768 **I/O Address:** 167/1/510
Presenter Name(s) & Title(s): Lee Girard, Manager Senior - ADSD Community Services

General Information

1. What action are you requesting from the Board?

The Department of County Human Services (DCHS) is requesting approval of BudMod-DCHS-10-15, which increases the Aging and Disability Services Division (ADSD) fiscal year 2015 budget by \$371,175.

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.

Northwest Senior and Disability Services (NWSDS) has selected the Aging and Disability Services Division as one of six agencies to conduct a one-year pilot project to serve adults aged 19-59 years of age with physical disabilities through the Oregon Project Independence program. The \$371,175 allocation is from State general fund, awarded to NWSDS as the lead organization for the pilot project. Funds are to be used for service coordination and direct client services to support adults with functional limitations so that they can remain in their homes.

ADSD will add two full-time Limited Duration Case Manager 2 positions to conduct eligibility, assessment, care planning and service authorization duties.

The funding will be included in ADSD Access & Early Intervention Services program offer 25020A.

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

Approval of this budget modification will increase the Aging & Disability Services fiscal year 2015 budget by \$371,175.

Personnel expenses will increase by \$155,178 for two new full-time Limited Duration Case Manager 2 employees. Direct Client Services expense will increase by \$40,000 for transportation assistance. Contracted Pass-Through and Professional Services expenses will increase by \$104,000 (home delivered meals) and \$67,287 (in-home care), respectively. Materials & Supplies expense will increase by \$4,710.

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.

N/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 Federal/State appropriation for fiscal year 2015 will be increased by \$371,175 in Aging & Disability Services Access & Early Intervention Services program. There is no federal CFDA number associated with this funding.

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

The fiscal year 2015 budget for ADSD Access & Early Intervention Services, program offer 25020A, will increase by \$371,175.

The service reimbursement to the risk management fund will increase by \$34,514.

- **What do the changes accomplish?**

The new funding will allow ADSD to participate in a Northwest Senior and Disability Services pilot project from July 1, 2014 to June 30, 2015, which will provide service coordination and direct client services for adults with functional limitations and thereby allowing them to remain in their homes.

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

Yes. ADSD will add two new full-time Limited Duration Case Manager 2 employees.

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

No. This revenue agreement does not allow for the payment of 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 pilot funding allocation from the Northwest Senior and Disability Services. There are no current plans to continue activities beyond 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 funding covers the period from July 1, 2014 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:	<u>KaRin Johnson/s/</u>	Date: <u>7/14/14</u>
Budget Analyst:	<u>Jennifer Unruh /s/</u>	Date: <u>7/14/14</u>
Department HR:	<u>Chris Radzom /s/</u>	Date: <u>7/14/14</u>
Countywide HR:	<u>NA</u>	Date: _____

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."

BudMod-DCHS-10-15

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: 2015

Line No.	Fund Center	Fund Code	Program #	Func. Area	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Description
					Internal Order	Cost Center	WBS Element					
1	30-45	23870	25020A	0040			ADSDIVCS201PWDOPI	50180	0	(179,612)	(179,612)	IG-OP-Direct State
2	30-45	23870	25020A	0040			ADSDIVCS201PWDOPI	60100	0	91,998	91,998	Temporary
3	30-45	23870	25020A	0040			ADSDIVCS201PWDOPI	60135	0	28,666	28,666	Non-Base Fringe
4	30-45	23870	25020A	0040			ADSDIVCS201PWDOPI	60145	0	34,514	34,514	Non-Base Insurance
5	30-45	23870	25020A	0040			ADSDIVCS201PWDOPI	60170	0	19,724	19,724	Professional Services
6	30-45	23870	25020A	0040			ADSDIVCS201PWDOPI	60240	0	2,812	2,812	Supplies
7	30-45	23870	25020A	0040			ADSDIVCS201PWDOPI	60260	0	1,898	1,898	Travel & Training
8												
9	30-45	23870	25020A	0040			ADSDIV51PWDOPI	50180	0	(40,000)	(40,000)	IG-OP-Direct State
10	30-45	23870	25020A	0040			ADSDIV51PWDOPI	60155	0	40,000	40,000	Direct Client Assistance
11										0		
12	30-45	23870	25020A	0040			ADSDIV84PWDOPI	50180	0	(104,000)	(104,000)	IG-OP-Direct State
13	30-45	23870	25020A	0040			ADSDIV84PWDOPI	60160	0	104,000	104,000	Pass-Through
14												
15	30-45	23870	25020A	0040			ADSDIV63PWDOPI	50180	0	(47,563)	(47,563)	IG-OP-Direct State
16	30-45	23870	25020A	0040			ADSDIV63PWDOPI	60170	0	47,563	47,563	Professional Services
17												
18	72-80	3500		0020		705210		50316		(34,514)	(34,514)	Svc Reimb Insurance
19	72-80	3500		0020		705210		60330		34,514	34,514	Claims Paid
20												
21												
22												
23												
24												
25												
26												
27												
28												
29												
											0	Total - Page 1
											0	GRAND TOTAL

ANNUALIZED PERSONNEL CHANGEChange 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-Based Insurance	TOTAL
23870	6297	62953	ADSDIVCS201PWDOPI	Case Manager 2 (1.00 FTE LD)	TBD	N/A	45,999	14,333	17,257	77,589
23870	6297	62953	ADSDIVCS201PWDOPI	Case Manager 2 (1.00 FTE LD)	TBD	N/A	45,999	14,333	17,257	77,589
TOTAL ANNUALIZED CHANGES						N/A	91,998	28,666	34,514	155,178

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

Effective Date: 07-01-14

							CURRENT YEAR			
Fund	Job #	HR Org	WBS	Position Title	Position Number	FTE	Temporary	Non-Base Fringe	Non-Based Insurance	TOTAL
23870	6297	62953	ADSDIVCS201PWDOPI	Case Manager 2 (1.00 FTE LD)	TBD	N/A	45,999	14,333	17,257	77,589
23870	6297	62953	ADSDIVCS201PWDOPI	Case Manager 2 (1.00 FTE LD)	TBD	N/A	45,999	14,333	17,257	77,589
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										0
TOTAL CURRENT FY CHANGES						N/A	91,998	28,666	34,514	155,178