



**Multnomah County
Agenda Placement Request
Budget Modification**

(Revised 9/23/13)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # R-6 DATE 12/17/15
MARINA BAKER, ASST BOARD CLERK

Board Clerk Use Only

Meeting Date: 12/17/15
Agenda Item #: R.6
Est. Start Time: 11:00 am approx
Date Submitted: 12/2/15

Agenda Title: BUDGET MODIFICATION # DCHS-06-16: Increasing the Aging and Disability Services Division Federal/State fund appropriation by \$145,295

Requested Meeting Date: 12/17/15 Time Needed: 5 minutes

Department: 25 - County Human Services Division: _____

Contact(s): Lee Girard

Phone: 503-988-3768 Ext. 83768 I/O Address 167/1/510

Presenter Name(s) & Title(s): Lee Girard, Manager Senior - ADVSD Community Services

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-06-16 which increases the Aging, Disability and Veterans Services Division (ADVSD) fiscal year 2016 budget by \$145,295 for Older Americans Act allowable activities. In addition, previously appropriated permanent funding for Aging & Disability Resource Connections (ADRC) Options Counseling will be used to replace a Limited Duration Case Manager 2 with a new Permanent Case Manager 2 position.

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 of Oregon has awarded ADVSD funding to back-fill reductions to the Older Americans Act due to past federal sequestration budget cuts. The State has set aside \$2,016,628 to mitigate the impact of the sequestration. Multnomah County was allocated \$290,590 for the 15-17 biennium. For this fiscal year, ADVSD is using \$145,295 or half of the total funds. The funding will be part of program offer 25020A – ADS Access & Early Intervention Services. Two programs will receive increased funding: the Family Care Giver Program will provide respite support to an additional 20 to 25 individuals that are caring for older adults; and the Enhancing Equity Program will be able to increase the availability of culturally-specific services by approximately 25 percent. Funding will also be used to create a new permanent full-time Program Specialist position to

provide contract administration and provide a critical linkage between ADVSD and the Division's contracted service providers, and other community partners, in order to meet the needs of the vulnerable populations in Multnomah County.

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

Approval of this budget modification will increase the total ADVSD budget for fiscal year 2016 by \$145,295. This additional funding will affect the following expenses:

- Permanent personnel costs will increase by \$57,764 to fund a new full-time permanent Program Specialist position (.67 FTE for the current fiscal year).
- Pass Through will increase by \$61,782 to increase the allocations of the Enhancing Equity contracts to culturally specific communities.
- Direct Client Assistance will increase by \$23,355 to be used for respite services related to the Care Family Giver program.
- Other M&S costs will increase by \$2,394.

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

N/A

5. Explain any citizen or other government participation.

N/A

Budget Modification

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).

ADVSD Access & Early Intervention Services Federal/State funding for fiscal year 2016 will increase by \$145,295. There is no CFDA Number related to this funding.

7. What budgets are increased/decreased?

The fiscal year 2016 budget for ADVSD Access & Early Intervention Services will increase by \$145,295. The service reimbursement from the Federal/State fund to the risk management fund (insurance) will increase by \$23,968.

8. What do the changes accomplish?

Funds will be used to enhance current services related to Older American Act allowable activities.

Expected Measurable Outcomes:

Family Care Giver Program - provide respite supports to approximately 20 - 25 individuals caring for older adults.

Enhancing Equity Program - increase the availability of culturally specific services by approximately 25 percent and increase contract administration oversight capacity to meet growing workload.

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

Yes. This budget modification will add the following new full-time permanent positions:

Program Specialist (.67 FTE for FY16) - This position will provide needed oversight capacity and coordinate the Benefits Enrollment Center functions for the division and manage human service contracted services. The position will also provide critical linkage between ADVSD, the division's contracted service providers, and other community partners.

Case Manager 2 (.67 FTE for FY16) – The duties of this position will continue to provide case management related services and information for older adults, people with disabilities and veterans to address concerns and problems, build relationships with practitioners, and act as a patient educator-advocate. These duties are currently being performed by a Limited Duration employee whose position was created with one-time-only funding in FY 2014. Current budgeted Temporary personnel expense for ADRC Options Counseling, which is now on-going funding, will be reduced by \$64,703 and Permanent personnel expense increased by a like amount to fund the new permanent position. The Limited Duration position will expire on December 31, 2015.

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

No. This award does not pay for any central and department indirect costs incurred.

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?

It is anticipated that this funding from the State will be on-going in nature.

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)?

This is an on-going award. This budget modification will appropriate \$145,295 for the 12 months covering July 1, 2015 to June 30, 2016. There are no cash match or in kind match requirements.

Required Signature

Elected Official or Dept. Director:	<u>Liesl Wendt /s/</u>	Date: <u>12/02/2015</u>
Budget Analyst:	<u>Allegra Willhite /s/</u>	Date: <u>12/02/2015</u>
Department HR:	<u>Chris Radzom /s/</u>	Date: <u>12/02/2015</u>
Countywide HR:	<u>Susan Mullett /s/</u>	Date: <u>12/02/2015</u>

Exp/Rev/FTE - Budget Modification

Budget Year: 2016

Budget Modification: DCHS-06-16

Expenditures & Revenues

An increase in revenue is shown as a negative value and a decrease as a positive value for consistency with SAP.

Line No.	Program Offer Number	Fund Code	Fund Center	Func. Area	Cost Object	Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal
1	25020A-16	32629	30-45	0040	ADSDIVADRCOC36SF	60000 - Permanent	0	39,139	39,139	
2	25020A-16	32629	30-45	0040	ADSDIVADRCOC36SF	60100 - Temporary	93,355	28,652	(64,703)	
3	25020A-16	32629	30-45	0040	ADSDIVADRCOC36SF	60130 - Salary Related Expns	0	13,440	13,440	
4	25020A-16	32629	30-45	0040	ADSDIVADRCOC36SF	60140 - Insurance Benefits	0	12,124	12,124	
32629 Total										0
5	25020A-16	32633	30-45	0040	ADSDIV35SEQSF	50180 - IG-OP-Direct St	0	(61,782)	(61,782)	
6	25020A-16	32633	30-45	0040	ADSDIV35SEQSF	60160 - Pass-Thru & Pgm Supt	0	61,782	61,782	
7	25020A-16	32633	30-45	0040	ADSDIV87SEQSF	50180 - IG-OP-Direct St	0	(23,355)	(23,355)	
8	25020A-16	32633	30-45	0040	ADSDIV87SEQSF	60155 - Direct Client Asst.	0	23,355	23,355	
9	25020A-16	32633	30-45	0040	ADSDIVCS201SEQSF	50180 - IG-OP-Direct St	0	(60,158)	(60,158)	
10	25020A-16	32633	30-45	0040	ADSDIVCS201SEQSF	60000 - Permanent	0	35,683	35,683	
11	25020A-16	32633	30-45	0040	ADSDIVCS201SEQSF	60130 - Salary Related Expns	0	10,237	10,237	
12	25020A-16	32633	30-45	0040	ADSDIVCS201SEQSF	60140 - Insurance Benefits	0	11,844	11,844	
13	25020A-16	32633	30-45	0040	ADSDIVCS201SEQSF	60180 - Printing	0	271	271	
14	25020A-16	32633	30-45	0040	ADSDIVCS201SEQSF	60240 - Supplies	0	1,512	1,512	
15	25020A-16	32633	30-45	0040	ADSDIVCS201SEQSF	60260 - Travel & Training	0	306	306	
16	25020A-16	32633	30-45	0040	ADSDIVCS201SEQSF	60270 - Local Travel/Mileage	0	305	305	
32633 Total										0
30-45 Total										0
Program Offer Number 25020A-16 Total										0
17	72020-16	3500	72-80	0020	705210	50316 - Svc Rmb Med/Dental	(71,084,303)	(71,108,271)	(23,968)	

Exp/Rev/FTE - Budget Modification

Budget Year: 2016

Budget Modification: DCHS-06-16

Line No.	Program Offer Number	Fund Code	Fund Center	Func. Area	Cost Object	Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal
18	72020-16	3500	72-80	0020	705210	60330 - Claims Paid	7,578,808	7,602,776	23,968	
		3500 Total								0
		72-80 Total								0
		Program Offer Number 72020-16 Total								0

Exp/Rev/FTE - Budget Modification

Budget Year: 2016

Budget Modification: DCHS-06-16

Annualized Personnel Changes

Change is shown on a full year basis even though this action affects only a part of the fiscal year (FY).

						Annualized				
Position Number	JCN	JCN Description	HR Org	Fund	Cost Object Number	FTE	Base Pay (60000)	Fringe (60130)	Insurance (60140)	Total
New-25-93	6021	Program Specialist	62953	32633	ADSDIVCS201SEQSF	1.00	53,524	15,355	17,766	86,646
New-25-94	6297	Case Manager 2	66501	32629	ADSDIVADRCOC36SF	1.00	47,523	13,633	17,361	78,517
Total Annualized Changes:						2.00	\$101,047	\$28,989	\$35,127	\$165,163

Current Year Personnel Changes

Cost/savings that will take place in this FY; these explain the actual dollar amounts being changed by this BudMod.

						Current Year				
Position Number	JCN	JCN Description	HR Org	Fund	Cost Object Number	FTE	Base Pay (60000)	Fringe (60130)	Insurance (60140)	Total
New-25-93	6021	Program Specialist	62953	32633	ADSDIVCS201SEQSF	0.67	35,683	10,237	11,844	57,764
New-25-94	6297	Case Manager 2	66501	32629	ADSDIVADRCOC36SF	0.67	31,682	9,089	11,574	52,345
Total Current FY Changes:						1.33	\$67,365	\$19,326	\$23,418	\$110,109