



Multnomah County Agenda Placement Request Budget Modification

(Revised 9/23/13)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS

AGENDA # C-5 DATE 9/10/15

MARINA BAKER, ASST BOARD CLERK

Board Clerk Use Only

Meeting Date: 9/10/15

Agenda Item #: C.5

Est. Start Time: 9:30 am

Date Submitted: 8/27/15

Agenda Title: BUDGET MODIFICATION # DCJ-03-16: Reclassifies a 1.00 FTE Case Manager 2 to a Mental Health Consultant in the Juvenile Services Division

Requested Meeting Date: Sept 10, 2015

Time Needed: N/A

Department: 50 - Community Justice

Division: Juvenile Services Division

Contact(s): Joyce Resare, Finance Manager

Phone: 503.988.3961

Ext. 83961

I/O Address 503 / 250

Presenter Name(s) & Title(s): Consent Calendar

General Information

1. What action are you requesting from the Board?

The Department of Community Justice (DCJ) requests approval of a budget modification to reclassify a 1.00 FTE Case Manager 2, which has been reviewed by the Class/Comp Unit of Central Human Resources.

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.

Reclassification of a 1.00 FTE Case Manager 2 (6297) to a Mental Health Consultant (6365) was approved for recommendation to the Board of County Commissioners by the Class/Comp Unit of Central Human Resources on August 21, 2015, with an effective date retro-active to February 20, 2015.

The duties of Utilization Review and Authorization of Mental Health Services were added to this position at the direction of CCO Health Share Oregon. The added responsibilities require knowledge and skills in Mental Health Levels of Care, Managed Care, Medical Necessity, and Authorization Policies and Procedures. The current duties the employee is performing now exceed the Case Manager 2 (6297) classification. The employee is functioning as the Wraparound Care Coordinator or Intensive Care Coordinator providing care coordination through intake, consultation, assessment, and intervention on behalf of children, adolescents, adults, and families who exhibit severe emotional disturbances, substance abuse and/or criminal behavior; facilitating community-

based, culturally-specific, client-centered coordinated care with system of care partners such as education, child welfare, corrections, health care, family, and community. This position consults with treatment providers and conducts Utilization Review of mental health services within Child and Family teams or with family input to ensure that medically appropriate treatment is authorized.

An analysis of the Mental Health Consultant, Clinical Services Specialist, and Case Manager classifications was performed before making an allocation decision. The duties, responsibilities and qualifications support that this position is allocated to Mental Health Consultant (6365).

In the FY 2016 Adopted Budget this position is part of program offer 50066 - Juvenile Community Interface Services.

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

For current FY 2016 this reclassification increases DCJ's personnel budget by \$7,611. The increase is offset by decreasing the temporary pay budget in the same program by \$(7,611), respectively.

In subsequent fiscal years, the reclassified position will be subject to approved cost of living adjustments (COLA) and step increases. The current top step of the new classification is 23% higher than the current classification's top step, however it is anticipated that in subsequent fiscal years the financial impact of the new classification will be funded within the department's budget.

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

This classification decision is subject to all applicable requirements stated in MC Personnel Rule 5-50 including the provision that Central HR may re-evaluate the classification decision up to one year from the date of issue to ensure duties and work are being carried out as originally described.

It is the policy of Multnomah County to make all employment decisions without regard to race, religion, color, national origin, sex, age, marital status, disability, political affiliations, sexual orientation, or any other nonmerit factor.

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).

N/A

7. What budgets are increased/decreased?

Service reimbursement from the general fund to the risk management fund is increased by \$235 (insurance benefits).

8. What do the changes accomplish?

Approval of a classification decision from the Class/Comp Unit of Central Human Resources.

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

Yes, the current incumbent will be reclassified with this position retro-active to February 20, 2015.

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

N/A

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?

N/A

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)?

N/A

Required Signature

Elected Official or Joyce Resare /s/
Dept. Director: _____

Date: 8/25/15 _____

Budget Analyst: Ching Hay /s/ _____

Date: 8/27/15 _____

Department HR: Kevin Alano /s/ _____

Date: 8/27/15 _____

Countywide HR: Olga Ward /s/ _____

Date: 8/25/15 _____

Exp/Rev/FTE - Budget Modification

Budget Year: 2016

Budget Modification: DCJ-03-16

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	50066-16	1000	50-50	0050	508201	60000 - Permanent	448,397	453,772	5,375	
2	50066-16	1000	50-50	0050	508201	60100 - Temporary	13,696	6,816	(6,880)	
3	50066-16	1000	50-50	0050	508201	60130 - Salary Related Expns	144,900	146,746	1,846	
4	50066-16	1000	50-50	0050	508201	60135 - Non Base Fringe	1,146	570	(576)	
5	50066-16	1000	50-50	0050	508201	60140 - Insurance Benefits	131,769	132,159	390	
6	50066-16	1000	50-50	0050	508201	60145 - Non Base Insurance	308	153	(155)	
1000 Total										0
50-50 Total										0
					Program Offer Number 50066-16 Total					0
7	72020-16	3500	72-80	0020	705210	50316 - Svc Rmb Med/Dental	(70,371,159)	(70,371,394)	(235)	
8	72020-16	3500	72-80	0020	705210	60330 - Claims Paid	6,865,664	6,865,899	235	
3500 Total										0
72-80 Total										0
					Program Offer Number 72020-16 Total					0

Exp/Rev/FTE - Budget Modification

Budget Year: 2016

Budget Modification: DCJ-03-16

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
714943	6297	Case Manager 2	66152	1000	508201	(1.00)	(58,474)	(20,080)	(18,391)	(96,945)
714943	6365	Mental Health Consultant	66152	1000	508201	1.00	63,849	21,926	18,781	104,556
Total Annualized Changes:						0.00	\$5,375	\$1,846	\$390	\$7,611

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				
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714943	6365	Mental Health Consultant	66152	1000	508201	1.00	63,849	21,926	18,781	104,556
Total Current FY Changes:						0.00	\$5,375	\$1,846	\$390	\$7,611