



**MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST
BUDGET MODIFICATION**

(Revised: 8/18/11)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # R.9 DATE 2/28/13
LYNDA GHOW, BOARD CLERK

Board Clerk Use Only

Meeting Date: 2/28/13
Agenda Item #: R.9
Est. Start Time: 10:45 am
Date Submitted: 1/28/13

Agenda Title: BUDGET MODIFICATION # HD-13-12 – Request approval to appropriate \$60,000 in revenue from the NACCHO Accreditation Support Initiative grant.

Note: For all other submissions (i.e. Notices of Intent, Ordinances, Resolutions, Orders or Proclamations) please use the APR short form.

Requested Meeting Date: February 28, 2013 **Time Needed:** 5 Minutes

Department: Health Department **Division:** Policy and Planning

Contact(s): Lester A. Walker – Budget & Finance Manager

Phone: (503) 988-3663 **Ext.** 26457 **I/O Address:** 167/2/210

Presenter Name(s) & Title(s): Claire Smith, Project Manager
Sonia Manhas, Policy and Planning Director

General Information

1. What action are you requesting from the Board?

Approval to appropriate \$60,000 in revenue from the National Association of County and City Health Officials (NACCHO), Accreditation Support Initiative for Large, Metropolitan Local Health Departments grant.

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.

Multnomah County Health Department intends apply for national voluntary accreditation for state, local, territorial and tribal public health departments from the Public Health Accreditation Board (PHAB). The goal of this national accreditation program is to improve and protect the health of every community by advancing the quality and performance of public health departments. Accreditation will drive public health departments to continuously improve services and performance. For a public health department to be accredited, it must meet stringent requirements listed within the 12 Accreditation Domains while demonstrating a commitment to continuous improvement. These requirements include, in part, a department-wide strategic plan, community health assessment, and community health improvement plan.

To position itself to be accredited, the Health Department has been undertaking readiness activities since 2010. The Department has conducted a community health assessment which will lead to a community health improvement plan, is currently engaged in a strategic planning process, and has been organizing documentation for accreditation.

Funds from this grant will be used to support PHAB documentation requirements not currently met. To meet PHAB standards, Multnomah County Health Department (MCHD) will focus on Performance Management (PM) and Quality Improvement (QI) by: developing cross-departmental PM/QI agreements, completing a PM self-assessment, developing agency-wide performance measures, implementing PM/QI trainings, finalizing development of a QI plan and PM policy, and executing a tri-county PM/QI training. The MCHD Accreditation Coordinator will oversee these collaborative accreditation efforts across the Department, with support from staff and an AmeriCorps/VISTA, to ensure that the accreditation statement of intent is submitted by June 2013.

This budget modification supports Program Offer 40048: Community Epidemiology Services.

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

Approval of this budget modification will increase the Health Department's federal/state FY 2013 budget by \$60,000. There is no impact to the County General Fund.

The accreditation statement of intent will be submitted in June 2013, after which there will be no fiscal impact related to this project.

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

None.

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 Health Department's federal/state revenue budget will increase by \$60,000 in FY 2013 as a result of the work performed under this award.

This is federal revenue, CFDA #93.524: Building Capacity of the Public Health System to Improve Population Health through National, Non-Profit Organizations – financed in part by 2013 Prevention and Public Health Funds (PPHF-2013).

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

The Health Department's budget will have the following changes:

- Temporary budget will increase by \$30,574
- Non Base Fringe budget will increase by \$5,250
- Non Base Insurance budget will increase by \$1,483
- Pass-Thru and Program Support budget will increase by \$15,000
- Printing budget will increase by \$1,500

- Supplies budget will increase by \$1,158
- Central Indirect budget will increase by \$1,259
- Department Indirect budget will increase by \$3,776
- **What do the changes accomplish?**
MCHD will use these grant funds to meet currently unmet PHAB documentation requirements around Performance Management and Quality Improvement.
- **Do any personnel actions result from this budget modification? Explain.**
There are no personnel actions as a result of this budget modification.
The internal services costs necessary to support any temporary/on-call staff utilized on this grant are included in the current FY 2013 budget.
- **If a grant, is 100% of the central and department indirect recovered? If not, please explain why.**
The revenue covers all central and department indirect costs.
- **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 funding opportunity is a one-time only grant, and the accreditation expenses will not be ongoing.
- **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)?**
The grant period is December 1, 2012 to July 31, 2013.
There are no match requirements or non-standard reporting requirements.

NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

Required Signature

**Elected Official
or Dept Director:**

KaRin Johnson for:

Lillian Shurley

Date: 01-25-13

Budget Analyst:

Althea Gregory /s/

Date: 01-28-13

Department HR:

Kathleen Miller

Date: 1/17/2013

Budget Modification ID: **HD-13-12**

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: 2013

Line No.	Fund Center	Fund Code	Program #	Func. Area	Internal Order	Accounting Unit		Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
						Cost Center	WBS Element						
1	40-30	32547	40048	0030			4CA192-1	50195	-	(60,000)	(60,000)		Increase IG-Fed Thru Other
2	40-30	32547	40048	0030			4CA192-1	60100	-	30,574	30,574		Increase Temporary
3	40-30	32547	40048	0030			4CA192-1	60135	-	5,250	5,250		Increase Non Base Fringe
4	40-30	32547	40048	0030			4CA192-1	60145	-	1,483	1,483		Increase Non Base Insurance
5	40-30	32547	40048	0030			4CA192-1	60160	-	15,000	15,000		Increase Pass-Thru & Pgm Su
6	40-30	32547	40048	0030			4CA192-1	60180	-	1,500	1,500		Increase Printing
7	40-30	32547	40048	0030			4CA192-1	60240	-	1,158	1,158		Increase Supplies
8	40-30	32547	40048	0030			4CA192-1	60350	-	1,259	1,259		Increase Central Indirect
9	40-30	32547	40048	0030			4CA192-1	60355	-	3,776	3,776		Increase Dept Indirect
10										0			
11	40-90	1000	40040	0030		409001		50370	(5,975,335)	(5,979,111)	(3,776)		Dept Indirect Revenue
12	40-90	1000	40040	0030		409001		60100	145,089	148,865	3,776		Dept Indirect Offsetting Exp
13										0			
14	19	1000		0020		9500001000		50310	(6,508,499)	(6,509,758)	(1,259)		Indirect Reimb Rev in GF
15	19	1000		0020		9500001000		60470	7,719,667	7,720,926	1,259		CGF Contingency Exp
16													
17	72-80	3500		0020		705210		50316	(63,440,980)	(63,442,463)	(1,483)		Insurance Revenue
18	72-80	3500		0020		705210		60330	2,007,727	2,009,210	1,483		Offsetting Expenditure
19													
20													
21													
22													
23													
24													
25													
26													
27													
28													
29													
										0	0		Total - Page 1
										0	0		GRAND TOTAL