



MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST BUDGET MODIFICATION

(Revised: 09/23/13)

Board Clerk Use Only

Meeting Date: 12/12/13
Agenda Item #: R.6
Est. Start Time: 10:30 am
Date Submitted: 11/27/13

BUDGET MODIFICATION DCHS14-23 Increasing Department of County Human Services Aging and Disability Services Division Federal/State Fund
Agenda Title: Appropriation by \$2,286,409.

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: December 12, 2013 **Time Needed:** 10 minutes
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, ADS Division Director

General Information

1. What action are you requesting from the Board?

The Department of County Human Services (DCHS), Aging and Disability Services Division (ADSD) is requesting approval of budget modification DCHS14-23, which increases ADSD state allocated Medicaid funds in FY2014 by \$2,286,409.

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's Legislatively Approved Budget provided significant strategic investments in Aging and Persons with Disability programs for the 2013-2015 biennium and resulted in increased funding for Medicaid staffing in ADSD.

This additional revenue funds Area Agencies on Aging at 95% equity, adds positions to accommodate for increased workloads and caseload growth, and increases program capacity to reduce nursing facility census through transition and diversion of clients from nursing facilities to community based settings.

ADSD is requesting to increase the Medicaid appropriation by \$2,286,409 to the FY2014

fiscal year budget and add a total of 27.07 FTE (46.40 FTE annualized).

New plus two existing positions (annualized FTE) include:

Office Assistant 2 – 3.00 FTE

Office Assistant Senior – 2.00 FTE

Data Analyst – 1.00 FTE

Program Specialist – 2.00 FTE

Program Specialist Senior – 1.00 FTE

Human Services Investigator – 3.00 FTE

Administrative Analyst Senior – 1.00 FTE

Case Management Assistant – 4.00 FTE

Case Manager 1 – 11.00 FTE

Case Manager 2 – 6.00 FTE

Case Manager Senior – 8.00 FTE

Program Supervisor – 4.00 FTE

Community Health Nurse (two existing positions increased .20 FTE each) -- .40 FTE

In addition, DCHS Human Resources will be adding a Limited Duration Human Resources Analyst 2 position for seven months through the end of the fiscal year to cover additional recruiting and processing needs.

The overall impact includes increased staffing across Long Term Care, Adult Protective Services, Adult Care Home, and Administration programs. Positions added will reduce caseload sizes for case managers, adult protective service workers, and ACHP licensors, as well as add proportionate support and supervisory capacity. New positions will help offset the increased workload for case managers resulting from the State's implementation of the K Plan and will increase capacity to meet state goals for reducing nursing facility census in Multnomah County by 9 clients per month during the biennium. And finally, positions have been added to provide needed program support for data analysis, coordination and implementation of LTC modernization and innovation initiatives, and development of specialized community based resources for transition and diversion care options.

Funding and positions will be increased in the following program offers: 25022 ADS Adult Care Home Program, 25023A ADS Long Term Care Program, 25024A ADS Adult Protective Services, 25027 ADS Administration, and 25001 DCHS Human Resources.

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

The FY2014 fiscal year budget for ADSD will increase by \$2,286,409.

This additional funding will increase personnel costs by \$2,127,172 to fund 27.07 new FTE (46.40 FTE annualized) and a full-time Limited Duration position in DCHS Human Resources. Additional Material & Services expenses incurred will be \$110,893. Central indirect expenses will increase by \$48,344.

Service reimbursement to the risk management fund will increase by \$478,664 (Insurance).

Service reimbursement from the Federal/State fund to the General fund will increase by \$48,344 (Central Indirect).

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

NA

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

NA

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).**

Medicaid funds (CFDA# 93.778) are increasing based on the legislatively approved State of Oregon budget and new biennial allocation.

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

25022 - ADS Adult Care Home Program budget increases by \$107,866

25023A - ADS Long Term Care Program budget increases by \$1,722,612

25024A - ADS Adult Protective Services budget increases by \$299,407

25027 - ADS Administration budget increases by \$95,137

25001 – DCHS Human Resources by \$61,387

- **What do the changes accomplish?**

The budget increase will provide additional funds for Medicaid staffing, including direct service, support and supervisory positions, along with associated services and supply needs.

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

Yes. This budget modification results in the addition of 46.40 FTE (annualized) and increases two existing Community Health Nurse positions by .20 each, from .60 FTE to .80 FTE. In addition, DCHS Human Resources will hire a Limited Duration Human Resources Analyst 2 position through the end of the fiscal year (seven months).

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

These Medicaid Title XIX funds pay 100% of central 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 allocation represents ongoing funding.

- **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 current DHS Medicaid service contract expires June 30, 2015. However the contract is renewable.

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:** 11/22/13

Budget Analyst: Jennifer Unruh /s/ **Date:** 11/25/13

Department HR: Urmila Jhattu /s/ **Date:** 11/22/13

Countywide HR: Susan Mulett /s/ **Date:** 11/25/2013

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."