



## Multnomah County Agenda Placement Request Budget Modification

(Revised 9/23/13)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS

AGENDA # R-7 DATE 9/4/14  
MARINA BAKER, ASST BOARD CLERK

### Board Clerk Use Only

Meeting Date: 9/4/14

Agenda Item #: R.7

Est. Start Time: 10:45 am

Date Submitted: 8/20/14

**Agenda Title:** BUDGET MODIFICATION # DCHS-06-15: Increase the DCHS ADS Division  
Federal/State Fund Appropriation by \$117,494

**Requested Meeting Date:** 9/4/14

**Time Needed:** 5 minutes

**Department:** 25 - County Human Services

**Division:** Aging & Disability Services

**Contact(s):** Paul Iarrobino

**Phone:** 503-988-6941

**Ext.** 86941

**I/O Address** 167/240

**Presenter Name(s) & Title(s):** Paul Iarrobino, Program Supervisor, 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 budget modification DCHS-06-15 which increases Aging and Disability Services Division (ADSD) fiscal year 2015 budget by \$117,494 to provide continued funding for technical assistance and support for the Aging & Disability Resource Connection (ADRC) in Multnomah County.

#### 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 Unit on Aging (SUA) has amended ADSD's current contract which will add \$352,482 continued funding for technical assistance and support for the ADRC program for the next three fiscal years from July 1, 2014 to June 30, 2017, or \$117,494 per year. This funding will pay for a new full-time Program Specialist position. This position ensures that staff, partners, and consumers have easy access to community resources. Duties include program development, including analyzing and implementing new programs and systems for improved client services, analyzing database applications, and developing and implementing policies and procedures; ongoing program implementation, including maintaining and monitoring specialized health and human services information, collaborating with community partners and stakeholders regarding effective data sharing, and providing ongoing evaluation.

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 total ADSD budget for fiscal year 2015 by \$117,494. This additional funding will increase permanent Personnel costs by \$85,622, Professional Services by \$22,557 for systems change analysis and guidance, and Materials and Supplies costs by \$3,731. Central and department indirect expenses will increase by \$2,619 and \$2,965, respectively.

The service reimbursement to the risk management fund will increase by \$17,650.

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

N/A

**5. Explain any citizen or other government participation.**

N/A

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**Budget Modification**

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**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).**

ADSD Access & Early Intervention Services Federal/State funding for fiscal year 2015 will increase by \$117,494. The CFDA Number is 93.517.

**7. What budgets are increased/decreased?**

The fiscal year 2015 budget for ADSD Access & Early Intervention Services, program offer 25020A will increase by \$117,494.

The service reimbursement from the Federal/State fund to the risk management fund will increase by \$17,650.

DCHS Director's Office supplies budget will increase by \$2,965 (department indirect revenue).

Total service reimbursement to the general fund contingency will increase by \$2,619 (central indirect revenue).

**8. What do the changes accomplish?**

This funding allows the new Program Specialist to help advance the technical abilities of a statewide software platform that our staff and partners use.

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

Yes. Permanent personnel costs will increase by \$85,622 to fund a new full-time Program Specialist position.

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

Yes. This award pays 100% of all 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?**

This funding is being added to an ongoing current contract with the State Unit on Aging that began

October 1, 2013 and will run through June 30, 2017. While we have no assurance of funding beyond June 30, 2017, Multnomah County's ADRC is known around the state for innovation and capacity. We have received numerous contracts to provide statewide assistance for Senior Farm Direct Nutrition Program, Gatekeeper Technical Assistance, Senior Tax Deferral Repayment Assistance and Medicare Outreach to low income consumers.

**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 ongoing funding is to cover technical assistance and support for the ADRC program from July 1, 2014 to June 30, 2017. The State Unit on Aging has expressed interest in possibly having our ADRC provide centralized resource management and quality assurance for the statewide system in the future.

There are no cash match or in kind match requirements.

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**Required Signature**

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**Elected Official or** KaRin Johnson /s/  
**Dept. Director:**

**Date:** 8/19/14

**Budget Analyst:** Jennifer Unruh /s/

**Date:** 8/20/14

**Department HR:** Chris Radzom /s/

**Date:** 8/19/14

**Countywide HR:** Susan Mullett /s/

**Date:** 8/20/14

## Exp/Rev/FTE - Budget Modification

Budget Year: 2015

Budget Modification: DCHS-06-15

### 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	25000A-15	1000	26-10	0040	CHSDO.IND1000	50370 - Dept Indirect Rev	(826,018)	(828,983)	(2,965)	
2	25000A-15	1000	26-10	0040	CHSDO.IND1000	60240 - Supplies	36,003	38,968	2,965	
<b>1000 Total</b>										<b>0</b>
<b>26-10 Total</b>										<b>0</b>
					<b>Program Offer Number 25000A-15 Total</b>					<b>0</b>
3	25020A-15	32616	30-45	0040	ADSDIVCS201TAACL	50190 - IG-OP-Fed Thru St	0	(117,494)	(117,494)	
4	25020A-15	32616	30-45	0040	ADSDIVCS201TAACL	60000 - Permanent	0	51,824	51,824	
5	25020A-15	32616	30-45	0040	ADSDIVCS201TAACL	60130 - Salary Related Expns	0	16,148	16,148	
6	25020A-15	32616	30-45	0040	ADSDIVCS201TAACL	60140 - Insurance Benefits	0	17,650	17,650	
7	25020A-15	32616	30-45	0040	ADSDIVCS201TAACL	60170 - Professional Svcs	0	22,557	22,557	
8	25020A-15	32616	30-45	0040	ADSDIVCS201TAACL	60180 - Printing	0	347	347	
9	25020A-15	32616	30-45	0040	ADSDIVCS201TAACL	60230 - Postage	0	457	457	
10	25020A-15	32616	30-45	0040	ADSDIVCS201TAACL	60240 - Supplies	0	2,289	2,289	
11	25020A-15	32616	30-45	0040	ADSDIVCS201TAACL	60260 - Travel & Training	0	297	297	
12	25020A-15	32616	30-45	0040	ADSDIVCS201TAACL	60270 - Local Travel/Mileage	0	341	341	
13	25020A-15	32616	30-45	0040	ADSDIVCS201TAACL	60350 - Central Indirect	0	2,619	2,619	
14	25020A-15	32616	30-45	0040	ADSDIVCS201TAACL	60355 - Dept Indirect	0	2,965	2,965	
<b>32616 Total</b>										<b>0</b>
<b>30-45 Total</b>										<b>0</b>
					<b>Program Offer Number 25020A-15 Total</b>					<b>0</b>
15	72020-15	3500	72-80	0020	705210	50316 - Svc Rmb Med/Dental	(65,886,350)	(65,904,000)	(17,650)	

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Budget Year: 2015

Budget Modification: DCHS-06-15

Line No.	Program Offer Number	Fund Code	Fund Center	Func. Area	Cost Object	Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal
16	72020-15	3500	72-80	0020	705210	60330 - Claims Paid	2,889,907	2,907,557	17,650	
3500 Total										0
72-80 Total										0
					Program Offer Number 72020-15 Total					0
17	95000-15	1000	19	0020	9500001000	60470 - Contingency	10,377,574	10,380,193	2,619	
1000 Total										2,619
19 Total										2,619
					Program Offer Number 95000-15 Total					2,619
18	95001-15	1000	19	0020	9500001000	50310 - Intl Svc Reimburse	(6,836,458)	(6,839,077)	(2,619)	
1000 Total										(2,619)
19 Total										(2,619)
					Program Offer Number 95001-15 Total					(2,619)

## Exp/Rev/FTE - Budget Modification

Budget Year: 2015

Budget Modification: DCHS-06-15

### 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-25-041	6021	Program Specialist	65183	32616	ADSDIVCS201TAACL	1.00	51,817	16,146	17,650	85,613
Total Annualized Changes:						1.00	\$51,817	\$16,146	\$17,650	\$85,613

### 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-25-041	6021	Program Specialist	65183	32616	ADSDIVCS201TAACL	1.00	51,817	16,146	17,650	85,613
Total Current FY Changes:						1.00	\$51,817	\$16,146	\$17,650	\$85,613