



# Multnomah County Agenda Placement Request Budget Modification

(Revised 9/23/13)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS

AGENDA # R-14 DATE 1/8/15  
MARINA BAKER, ASST BOARD CLERK

## Board Clerk Use Only

Meeting Date: 1/8/15  
Agenda Item #: R.14  
Est. Start Time: 11:10 am  
Date Submitted: 12/29/14

Agenda Title: **BUDGET MODIFICATION # HD-21-15: Request approval to appropriate \$401,850 from HRSA Expanded Services Grant**

Requested Meeting Date: 1/8/2015 Time Needed: 5 Minutes  
Department: 40 - Health Department Division: Integrated Clinic Services  
Contact(s): Robert Stoll – Budget & Finance Manager  
Phone: (503) 988-8445 Ext. 88445 I/O Address 167/2/210  
Presenter Name(s) & Title(s): Vanetta Abdellatif, Director Integrated Clinical Services

## General Information

### 1. What action are you requesting from the Board?

Approval to appropriate \$401,850 from the Health Resources and Services Administration (HRSA) Expanded Services Grant award.

### 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 Multnomah County Health Department (MCHD) Integrated Clinical Services Division (ICS) has received \$401,850 from HRSA to provide expanded services at the Southeast Health Center (SEHC), which has the existing space to accommodate this expansion. SEHC currently has 2 provider teams and is not able to meet the demand for primary care services in the area. These HRSA funds will allow MCHD to add seven positions to support a new provider team.

In addition to this HRSA award a combination of grant funds and incentive revenue over the two year project period as well as revenue generated from new patients/visits will cover staffing and operating costs associated with the new provider team. Once the new provider team is operating at full capacity, the SEHC will be able to serve 2,400 additional patients annually. Since SEHC is the Health Center Program's health care for the homeless site, the addition of a new provider team

will greatly bolster capacity to serve persons experiencing homelessness, as well as other vulnerable populations in the area, both of which are a critical need within the local health care safety-net. Adding this capacity is one important step towards meeting the growing demand for primary care services throughout the county.

This budget modification supports Program Offer 40027: Southeast Health Clinic

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

Approval of this budget modification will increase Multnomah County's federal/state FY 2015 budget by \$401,850. There is no increase to County General Fund expenses.

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

None

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

None

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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).**

The County's federal/state revenue budget will increase by \$401,850 in FY 2015 as a result of this budget modification. This is federal revenue, CDFA #93.224.

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

The County's budget will have the following changes:

- Permanent budget will increase by \$196,753
- Temporary budget will increase by \$14,025
- Salary Related Expense budget will increase by \$61,311
- Non Base Fringe budget will increase by \$4,611
- Insurance Benefits budget will increase by \$88,563
- Non Base Insurance budget will increase by \$351
- Supplies budget will increase by \$303
- Central Indirect budget will increase by \$8,562
- Department indirect budget will increase by \$27,371

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

These changes will allow for the addition of seven positions to support the expansion of services at the Multnomah County Health Department Southeast Health Center.

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

This budget modification will affect the following positions:

- Add 2.25 FTE Clinic Medical Assistants, positions 716647, 716648, and 716869. These positions were approved on 8/7/14 and 10/24/14 by class comp requests #2591 and #2670.
- Add 2.25 FTE Office Assistant 2, positions 716649, 716650, and 716701. These positions were approved on 8/7/14 by class comp request #2592.
- Add 0.75 FTE Clinical Services Specialist, position 716846. This position was approved on 11/6/14 by class comp request #2686.

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

Central and department indirect costs are fully covered.

**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?**

The revenue is one-time-only. Fee for service revenue generated by the new medical team will cover the costs for ongoing operations.

**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)?**

The grant period is September 1, 2014 to August 31, 2015.

There are no match requirements or non-standard reporting requirements.

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**Required Signature**

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**Elected Official or** Joanne Fuller /s/  
**Dept. Director:** \_\_\_\_\_

**Date:** 12/5/2014  
\_\_\_\_\_

**Budget Analyst:** Wendy Lin-Kelly /s/  
\_\_\_\_\_

**Date:** 12/29/2014  
\_\_\_\_\_

**Department HR:** Larry Brown /s/  
\_\_\_\_\_

**Date:** 12/4/2014  
\_\_\_\_\_

**Countywide HR:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## Exp/Rev/FTE - Budget Modification

Budget Year: 2015

Budget Modification: HD-21-15

### 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	40027-15	20500	40-70	0030	4FA52-13-28	50170 - IG-OP-Direct Fed	0	(401,850)	(401,850)	
2	40027-15	20500	40-70	0030	4FA52-13-28	60000 - Permanent	0	196,753	196,753	
3	40027-15	20500	40-70	0030	4FA52-13-28	60100 - Temporary	0	14,025	14,025	
4	40027-15	20500	40-70	0030	4FA52-13-28	60130 - Salary Related Expns	0	61,311	61,311	
5	40027-15	20500	40-70	0030	4FA52-13-28	60135 - Non Base Fringe	0	4,611	4,611	
6	40027-15	20500	40-70	0030	4FA52-13-28	60140 - Insurance Benefits	0	88,563	88,563	
7	40027-15	20500	40-70	0030	4FA52-13-28	60145 - Non Base Insurance	0	351	351	
8	40027-15	20500	40-70	0030	4FA52-13-28	60240 - Supplies	0	303	303	
9	40027-15	20500	40-70	0030	4FA52-13-28	60350 - Central Indirect	0	8,562	8,562	
10	40027-15	20500	40-70	0030	4FA52-13-28	60355 - Dept Indirect	0	27,371	27,371	
20500 Total										0
40-70 Total										0
Program Offer Number 40027-15 Total										0
11	40040-15	1000	40-90	0030	409001	50370 - Dept Indirect Rev	(6,956,620)	(6,983,991)	(27,371)	
12	40040-15	1000	40-90	0030	409001	60100 - Temporary	285,701	313,072	27,371	
1000 Total										0
40-90 Total										0
Program Offer Number 40040-15 Total										0
13	72020-15	3500	72-80	0020	705210	50316 - Svc Rmb Med/Dental	(66,961,348)	(67,050,262)	(88,914)	
14	72020-15	3500	72-80	0020	705210	60330 - Claims Paid	3,964,905	4,053,819	88,914	
3500 Total										0

**Exp/Rev/FTE - Budget Modification**

Budget Year: 2015

Budget Modification: HD-21-15

Line No.	Program Offer Number	Fund Code	Fund Center	Func. Area	Cost Object	Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal
	72-80 Total									0
					Program Offer Number 72020-15 Total					0
15	95000-15	1000	19	0020	9500001000	60470 - Contingency	9,641,274	9,649,836	8,562	
	1000 Total									8,562
	19 Total									8,562
					Program Offer Number 95000-15 Total					8,562
16	95001-15	1000	19	0020	9500001000	50310 - Intl Svc Reimburse	(7,100,158)	(7,108,720)	(8,562)	
	1000 Total									(8,562)
	19 Total									(8,562)
					Program Offer Number 95001-15 Total					(8,562)

**Exp/Rev/FTE - Budget Modification**

Budget Year: 2015

Budget Modification: HD-21-15

**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
716647	6012	Clinic Medical Assistant	66776	20500	4FA52-13-28	1.00	36,272	11,303	16,781	64,356
716648	6012	Clinic Medical Assistant	66776	20500	4FA52-13-28	1.00	36,272	11,303	16,781	64,356
716649	6001	Office Assistant 2	66776	20500	4FA52-13-28	1.00	32,304	10,067	16,495	58,865
716650	6001	Office Assistant 2	66776	20500	4FA52-13-28	1.00	32,304	10,067	16,495	58,865
716701	6001	Office Assistant 2	66776	20500	4FA52-13-28	1.00	32,304	10,067	16,495	58,865
716846	6295	Clinical Services Specialist	66776	20500	4FA52-13-28	1.00	56,609	17,640	18,256	92,505
716869	6012	Clinic Medical Assistant	66776	20500	4FA52-13-28	1.00	36,272	11,303	16,781	64,356
Total Annualized Changes:						7.00	\$262,337	\$81,748	\$118,084	\$462,169

**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
716647	6012	Clinic Medical Assistant	66776	20500	4FA52-13-28	0.75	27,204	8,477	12,586	48,267
716648	6012	Clinic Medical Assistant	66776	20500	4FA52-13-28	0.75	27,204	8,477	12,586	48,267

**Exp/Rev/FTE - Budget Modification**

Budget Year: 2015

Budget Modification: HD-21-15

Position Number	JCN	JCN Description	HR Org	Fund	Cost Object Number	Current Year				
						FTE	Base Pay (60000)	Fringe (60130)	Insurance (60140)	Total
716649	6001	Office Assistant 2	66776	20500	4FA52-13-28	0.75	24,228	7,550	12,371	44,149
716650	6001	Office Assistant 2	66776	20500	4FA52-13-28	0.75	24,228	7,550	12,371	44,149
716701	6001	Office Assistant 2	66776	20500	4FA52-13-28	0.75	24,228	7,550	12,371	44,149
716846	6295	Clinical Services Specialist	66776	20500	4FA52-13-28	0.75	42,457	13,230	13,692	69,379
716869	6012	Clinic Medical Assistant	66776	20500	4FA52-13-28	0.75	27,204	8,477	12,586	48,267
Total Current FY Changes:						5.25	\$196,753	\$61,311	\$88,563	\$346,627