



MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST BUDGET MODIFICATION

(Revised: 5/24/13)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # R.4 DATE 10-3-13
LYNDA GROW, BOARD CLERK

Board Clerk Use Only

Meeting Date: 10/3/13
Agenda Item #: R.4
Est. Start Time: 10:00 am
Date Submitted: 9/18/13

Agenda Title: BUDGET MODIFICATION: DCHS14-14 Increasing the Aging and Disability Services Division Federal/State fund appropriation by \$36,504.

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: Next Available **Time Needed:** 10 Minutes

Department: County Human Services **Division:** Aging & Disabilities Services

Contact(s): Lee Girard

Phone: 503-988-3770 **Ext.** 83770 **I/O Address:** 167/240

Presenter Name(s) & Title(s): Lee Girard, Senior Manager ADSD Community Services

General Information

1. What action are you requesting from the Board?

The Department of County Human Services is requesting approval of budget modification DCHS14-14, which increases the Aging and Disability Services Division (ADSD) FY 2014 budget by \$36,504 with a grant from the University of Washington (UW) to allow participation in their research evaluation of the Reducing Disabilities in Alzheimer's Disease (RDAD) project.

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.

University of Washington has recruited ADSD to participate in their research evaluation of the Reducing Disabilities in Alzheimer's Disease (RDAD) project in which ADSD will provide intervention services over a 13 month period.

RDAD is an evidence-based, individualized exercise and caregiver educational program designed specifically for individuals with dementia and their family caregiver.

The goal of the proposed investigation of RDAD is to evaluate its feasibility and efficacy in community based settings (such as Area Administration on Aging (AAA) programs) to improve the physical, functional, and emotional well-being of individuals with dementia as well as the physical and emotional well-being of their family caregivers. Ultimately, the goal is to translate this evidence-based program into an efficient and effective intervention that can be used by AAAs and other community-based agencies. Such a program may reduce costs of care for these individuals by maintaining mobility, improving health, behavior, and mood, and delaying the need for residential placement outside the home.

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 FY 2014 by \$36,504. The additional funding will expand temporary personnel costs by \$21,545 to increase a .50 FTE Limited Duration Program Coordinator position to .73 FTE for the current fiscal year (.80 FTE annually). Additional Material & Services expenses incurred will be \$13,377. Central and department indirect expenses will increase by \$754 and \$828 respectively.

The service reimbursement to the risk management fund will increase by \$3,391. Director's Office supplies budget will increase by \$828 (department indirect). Total service reimbursement to general fund contingency will increase by \$754 (central indirect).

The University of Washington will make payments based on a "Purchase of Services Contract" and will reimburse the County on a per client referral basis at the rate of \$2,028 per client. The estimated number of client interventions for FY14 is 18 (two a month for the remaining nine months of the fiscal year).

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

ADSD is obligated to participate in the RDAD Executive Advisory Committee to provide overall guidance, discuss possible program enhancements to improve its dissemination within participating communities, and develop plans for sustainability of the program.

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).**

ADSD Access & Early Intervention Services Federal/State funding for FY 2014 will increase by \$36,504. The CFDA Number is 93.866.

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

The FY 2014 budget for ADSD Access & Early Intervention Services, program offer

25020A, will increase by \$36,504.

The service reimbursement to the risk management fund will increase by \$3,391.

Director's Office supplies budget will increase by \$828 (department indirect). Total service reimbursement to the general fund contingency will increase by \$754 (central indirect).

- **What do the changes accomplish?**

The funding provides support for ADSD's long term goal of eventually incorporating this program into a package of services available to health systems and other private payers.

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

Yes. A current .50 FTE Limited Duration Program Coordinator position will increase to .73 FTE for FY 2014 (.80 FTE annually).

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

Yes. This grant will pay 100% of central and department indirect costs incurred.

- **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 is a one-time-only revenue agreement awarded by the University of Washington beginning October 1, 2013 for 13 months and may be extended on an annual basis. The intent of this project is to continue to expand the availability of evidence-based programs targeted to individuals with dementia and their family caregivers.

- **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 covers 13 months from October 1, 2013 to November 1, 2014. This is an opportunity for ADS to participate in research evaluation of the Reducing Disabilities in Alzheimer's Disease (RDAD) project. There are no match requirements for this project.

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: 09/25/13

Budget Analyst: Jennifer Unruh /s/ Date: 9/27/13

Department HR: Urmila Jhattu /s/ Date: 9/25/13

Countywide HR: Susan Mullett /s/ Date: 9/26/2013

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.

DCHS14-14

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: 2014

Line No.	Fund Center	Fund Code	Program #	Func. Area	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Description
					Internal Order	Cost Center	WBS Element					
1	30-45	32602	25020A	0040			ADSDIV37UWRDAD	50210	0	(36,504)	(36,504)	IG-OP- Nongovt'l Prog
2	30-45	32602	25020A	0040			ADSDIV37UWRDAD	60100	0	13,634	13,634	Temporary (LD)
3	30-45	32602	25020A	0040			ADSDIV37UWRDAD	60135	0	4,520	4,520	Non -Base Fringe (LD)
4	30-45	32602	25020A	0040			ADSDIV37UWRDAD	60145	0	3,391	3,391	Non - Insurance (LD)
5	30-45	32602	25020A	0040			ADSDIV37UWRDAD	60180	0	662	662	Printing
6	30-45	32602	25020A	0040			ADSDIV37UWRDAD	60240	0	10,732	10,732	Supplies
7	30-45	32602	25020A	0040			ADSDIV37UWRDAD	60260	0	1,983	1,983	Travel & Training
8	30-45	32602	25020A	0040			ADSDIV37UWRDAD	60350	0	754	754	Central Indirect @ 2.16%
9	30-45	32602	25020A	0040			ADSDIV37UWRDAD	60355	0	828	828	Dept. Indirect @ 2.37%
10												
11												
12												
13	72-80	3500		0020		705210		50316		(3,391)	(3,391)	Svc Rmb Insurance
14	72-80	3500		0020		705210		60330		3,391	3,391	Claims Paid
15												
16	19	1000		0020		9500001000		50310		(754)	(754)	Svs Reim F/S to General
17	19	1000		0020		9500001000		60470		754	754	Contingency
18												
19	20-80	1000	25000	0040			CHSDO.IND1000	50370	(524,478)	(525,306)	(828)	Svs Reim F/S to General
20	20-80	1000	25000	0040			CHSDO.IND1000	60240	8,206	9,034	828	Supplies
21												
22												
23												
24												
25												
26												
27												
28												
29												
											0	Total - Page 1
											0	GRAND TOTAL

Budget Modification: DCHS14-14

ANNUALIZED PERSONNEL CHANGE

Change on a full year basis even though this action affects only a part of the fiscal year (FY).

							ANNUALIZED			
Fund	Job #	HR Org	WBS	Position Title	Position Number	FTE	Temporary	Non-Base FRINGE	Non-Base INSURANCE	TOTAL
32568	6022	65183	ADSDIVCS201CMS	Program Coordinator [LD] .50 FTE	714520	N/A	(30,297)	(10,043)	(10,194)	(50,534)
32568	6022	65183	ADSDIVCS201CMS	Program Coordinator [LD] .50 FTE	714520	N/A	30,297	10,043	10,194	50,534
32602	6022	65183	ADSDIV37UWRDAD	Program Coordinator [LD] .30 FTE	714520	N/A	18,178	6,026	4,521	28,725
TOTAL ANNUALIZED CHANGES						N/A	18,178	6,026	4,521	28,725

CURRENT YEAR PERSONNEL DOLLAR CHANGE

Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this Bud Mod.

Effective Date: 10-01-13

							CURRENT YEAR			
Fund	Job #	HR Org	WBS	Position Title	Position Number	FTE	Temporary	Non-Base FRINGE	Non-Base INSURANCE	TOTAL
32568	6022	65183	ADSDIVCS201CMS	Program Coordinator [LD] .50 FTE	714520	N/A	(30,297)	(10,043)	(10,194)	(50,534)
32568	6022	65183	ADSDIVCS201CMS	Program Coordinator [LD] .50 FTE	714520	N/A	30,297	10,043	10,194	50,534
32602	6022	65183	ADSDIV37UWRDAD	Program Coordinator [LD] .23 FTE	714520	N/A	13,634	4,520	3,391	21,545
TOTAL CURRENT FY CHANGES						N/A	13,634	4,520	3,391	21,545