



MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST BUDGET MODIFICATION

(Revised: 09/23/13)

APPROVED: MULTNOMAH COUNTY

BOARD OF COMMISSIONERS

AGENDA # R-7 DATE 12/5/13

MARINA BAKER, ASST BOARD CLERK

Board Clerk Use Only

Meeting Date: 12/5/13

Agenda Item #: R.7

Est. Start Time: 10:50 am

Date Submitted: 11/26/13

Agenda Title: BUDGET MODIFICATION # DCHS14-20 Increasing Aging and Disability Services Division Federal/State fund appropriation by \$134,418.

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:** 5 minutes
Department: County Human Services **Division:** Aging & Disability Services
Contact(s): Lee Girard and Paul Iarrobino
Phone: 503-988-3770 **Ext.** 83770 **I/O Address:** 167/240
Presenter Name(s) & Title(s): Lee Girard, Senior Manager ADSD Community Services and 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 DCHS14-20 which recognizes additional funding of \$154,998 received from the State in the Aging and Disability Services Division (ADSD) FY 2014 budget for outreach and enrollment assistance to beneficiaries in the Oregon Medicare Low Income Subsidy and Medicare Savings programs. At the same time, the ADSD budget for MIPPA is also being reduced by \$20,580. This anticipated funding was included in the FY14 Adopted budget but the State has subsequently notified us that the funds will not be allocated. The total net increase to the ADSD budget is \$134,418.

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 Oregon Department of Human Services, Aging & People with Disabilities division received funding in the amount of \$206,664 from the Center for Medicare and Medicaid Services for outreach and enrollment assistance to Medicare beneficiaries in the Oregon Medicare Low Income Subsidy (LIS) and Medicare Saving programs. The funding is one-time-only for the period October 1, 2013 to September 30, 2014. The total net increase to

ADSD budget for the FY14 fiscal year will be \$134,418. The division's Aging and Disability Resource Connection Helpline is named as a sub-grantee to the State's grant and will be conducting state-wide outreach and consumer assistance activities.

The funding will be part of 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 a net amount of \$134,418. The additional funding will increase temporary personnel costs by \$85,935 to allow for the addition of a full-time (.75 FTE for FY14) Limited Duration Community Information Specialist position and to add two half-time (.38 FTE each for FY14) Temporary Community Information Specialist employees. In addition, these funds will pay for a portion (\$20,580) of an existing Program Coordinator position which was partially funded in the FY14 Adopted budget with MIPPA funding, which the State has subsequently discontinued. Professional Services expense will increase by \$37,200, primarily for community outreach and customer service training. Materials & Supplies costs will increase by \$4,608. Central and department indirect expenses will increase by \$3,204 and \$3,471, respectively.

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

ADSD will establish formal contractual agreements with partner agencies to coordinate outreach training activities.

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 a net amount of \$134,418. The CFDA Number is 93.071.

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

The FY 2014 budget for ADSD Access & Early Intervention Services, program offer 25020A, will increase by a net amount of \$134,418.

The service reimbursement to the risk management fund will increase by \$13,321.

Director's Office supplies budget will increase by \$3,471 (department indirect revenue).

Total service reimbursement to the general fund contingency will increase by \$3,204 (central indirect revenue).

- **What do the changes accomplish?**

The funding allows for additional screening of Medicare beneficiaries in the rural or urban high density areas of Oregon for Medicare LIS and Savings programs in order to assist more beneficiaries in applying for these benefits.

- **Do any personnel actions result from this budget modification? Explain.**
Yes. Temporary personnel costs will increase by \$85,935 to fund one full-time Limited Duration (0.75 FTE for FY14) and two half-time Temporary (.38 FTE each for FY14) Community Information Specialist positions.
- **If a grant, is 100% of the central and department indirect recovered? If not, please explain why.**
This agreement caps the recovery of indirect costs at 4.5%.
- **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 award from the Oregon Department of Health & Human Services beginning October 1, 2013 and running through September 30, 2014. It may be extended on an annual basis.
- **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)?**
This is one-time-only revenue from October 1, 2013 to September 30, 2014.
There are no cash match or in kind match requirements.

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: 10/24/13
Budget Analyst:	Jennifer Unruh /s/	Date: 11/5/13
Department HR:	Urmila Jhattu /s/	Date: 10/24/13
Countywide HR:	Susan Mullett	Date: 10/28/13

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."

EXPENDITURES & REVENUES

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with SAP.

Line No.	Fund Center	Fund Code	Program #	Func. Area	Accounting Unit		Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)
					Cost Center	WBS Element				
1	30-45	32606	25020A	0040		ADSDIVCS201OEAMIPPA	50190	0	(154,998)	(154,998)
2	30-45	32606	25020A	0040		ADSDIVCS201OEAMIPPA	60000	0	12,411	12,411
3	30-45	32606	25020A	0040		ADSDIVCS201OEAMIPPA	60130	0	4,328	4,328
4	30-45	32606	25020A	0040		ADSDIVCS201OEAMIPPA	60140	0	3,841	3,841
5	30-45	32606	25020A	0040		ADSDIVCS201OEAMIPPA	60100	0	60,136	60,136
6	30-45	32606	25020A	0040		ADSDIVCS201OEAMIPPA	60135	0	12,478	12,478
7	30-45	32606	25020A	0040		ADSDIVCS201OEAMIPPA	60145	0	13,321	13,321
8	30-45	32606	25020A	0040		ADSDIVCS201OEAMIPPA	60240	0	2,358	2,358
9	30-45	32606	25020A	0040		ADSDIVCS201OEAMIPPA	60260	0	2,250	2,250
10	30-45	32606	25020A	0040		ADSDIVCS201OEAMIPPA	60160	0	37,200	37,200
11	30-45	32606	25020A	0040		ADSDIVCS201OEAMIPPA	60350	0	3,204	3,204
12	30-45	32606	25020A	0040		ADSDIVCS201OEAMIPPA	60355	0	3,471	3,471
13										
14	30-45	32364	25020A	0040		ADSDIVCS201MIPPA	50190	(20,580)	0	20,580
15	30-45	32364	25020A	0040		ADSDIVCS201MIPPA	60000	12,411	0	(12,411)
16	30-45	32364	25020A	0040		ADSDIVCS201MIPPA	60130	4,328	0	(4,328)
17	30-45	32364	25020A	0040		ADSDIVCS201MIPPA	60140	3,841	0	(3,841)
18										
19	72-80	3500		0020	705210		50316		(13,321)	(13,321)
20	72-80	3500		0020	705210		60330		13,321	13,321
21										
22	19	1000		0020	9500001000		50310		(3,204)	(3,204)
23	19	1000		0020	9500001000		60470		3,204	3,204
24										
25	20-80	1000	25000A	0040		CHSDO.IND1000	50370		(3,471)	(3,471)
26	20-80	1000	25000A	0040		CHSDO.IND1000	60240		3,471	3,471
27										
28										
29										
										0
										0

Description
IG-OP- Fed Thru State
Permanent [704615]
Salary Related Expense [704615]
Insurance Benefits [704615]
Temporary (LD / Temp)
Non -Base Fringe (LD / Temp)
Non - Insurance (LD / Temp)
Supplies
Travel & Training
Professional Services
Central Indirect @ 2.16%
Dept. Indirect @ 2.34% (Cap = 4.5%)
IG-OP- Fed Thru State
Permanent [704615]
Salary Related Expense [704615]
Insurance Benefits [704615]
Svc Rmb Insurance
Claims Paid
Svs Reim F/S to General
Contingency
Svs Reim F/S to General
Supplies
Total - Page 1
GRAND TOTAL

ANNUALIZED PERSONNEL CHANGEChange 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/ Base Pay	Non-Base/ Fringe	Non-Base/ Insurance	TOTAL
32606	6013	65183	ADSDIVCS2010EAMIPPA	Community Info Specialist [LD] 1.00 FTE	TBD	N/A	40,090	13,290	16,958	70,338
32606	6013	65183	ADSDIVCS2010EAMIPPA	Community Info Specialist [Temp] .50 FTE	TBD	N/A	20,045	1,674	401	22,120
32606	6013	65183	ADSDIVCS2010EAMIPPA	Community Info Specialist [Temp] .50 FTE	TBD	N/A	20,045	1,674	401	22,120
32364	6022	65183	ADSDIVCS201MIPPA	Program Coordinator	704615	(0.21)	(12,411)	(4,328)	(3,841)	(20,580)
32606	6022	65183	ADSDIVCS2010EAMIPPA	Program Coordinator	704615	0.21	12,411	4,328	3,841	20,580
						TOTAL ANNUALIZED CHANGES	0.00	80,180	16,638	17,760
										114,578

CURRENT YEAR PERSONNEL DOLLAR CHANGECalculate 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/ Base Pay	Non-Base/ Fringe	Non-Base/ Insurance	TOTAL
32606	6013	65183	ADSDIVCS2010EAMIPPA	Community Info Specialist [LD] .75 FTE	TBD	N/A	30,068	9,968	12,719	52,755
32606	6013	65183	ADSDIVCS2010EAMIPPA	Community Info Specialist [Temp] .38 FTE	TBD	N/A	15,034	1,255	301	16,590
32606	6013	65183	ADSDIVCS2010EAMIPPA	Community Info Specialist [Temp] .38 FTE	TBD	N/A	15,034	1,255	301	16,590
32364	6022	65183	ADSDIVCS201MIPPA	Program Coordinator	704615	(0.21)	(12,411)	(4,328)	(3,841)	(20,580)
32606	6022	65183	ADSDIVCS2010EAMIPPA	Program Coordinator	704615	0.21	12,411	4,328	3,841	20,580
						TOTAL CURRENT FY CHANGES	0.00	60,136	12,478	13,321
										85,935