



MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST CONTINGENCY REQUEST

(Revised: 8/18/11)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # R.7 DATE 9-27-12
LYNDA GROW, BOARD CLERK

Board Clerk Use Only

Meeting Date: 9/27/12
Agenda Item #: R.7
Est. Start Time: 10:05 am
Date Submitted: 9/13/12

BUDGET MODIFICATION # HD-13-04 requesting General Fund Contingency
Agenda Title: Transfer of \$802,015 and approval to appropriate \$500,000 in revenue from
CareOregon for SE Health Center Primary Care Remodel

Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title sufficient to describe the action requested.

Requested Meeting Date: September 27, 2012 **Time Needed:** 5 minutes
Department: Health Department **Division:** Integrated Clinical Services
Contact(s): Lester A. Walker, Health Dept. Budget & Finance Manager
Phone: 503-988-3663 **Ext.** 26457 **I/O Address:** 167/210
Presenter Name(s) & Title(s): Greg Hockert, Facilities & Property Management & Wendy Lear, Health Dept.

General Information

1. What action are you requesting from the Board?

Approval to transfer \$802,015 from General Fund Contingency and approval to appropriate \$500,000 in revenue from CareOregon to fund the construction costs for the Southeast Health Center Primary Care remodel.

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 FY2013 adopted budget set aside \$802,015 in General Fund contingency for the capital construction necessary to open the primary care clinic. A budget note in the adopted budget directed the Health Department to return to the Board when the budget, financing and construction plans are finalized through the FAC-1 process to request the release of these funds. The project has a completion date of mid-March 2013 with the clinic opening in April 2013.

This budget modification impacts program offer 40027: Southeast Health Clinic. The clinic will provide residents of Southeast Portland with comprehensive, culturally competent

primary care services which include treatment of acute and chronic illnesses, behavioral health, family planning, prenatal and preventive services (well child, immunizations) primary care and enabling services and are intended to serve as a medical home for residents of Southeast Portland.

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

The total Southeast Health Center project cost is \$1,996,000. MCHD has already secured \$279,000 in the FY2013 budget for the relocation of Environmental Health and Regional Arts and Culture fees. Of the remaining \$1,717,000 in project costs, \$118,000 was expensed in FY2012. The Board of County Commissioners budgeted \$802,015 in contingency with MCHD to return to the Board when budget, financing, and construction plans are finalized through the FAC-1 process. CareOregon has committed \$500,000 toward this project and MCHD continues to reach out to other partners to fund the remaining \$296,985 for this project. There are no on-going capital construction costs expected after the completion of the remodel.

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

None.

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

The Multnomah County Community Health Council has already approved the project.

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).**

This budget modification will increase the Health Department's general fund budget by \$802,015 and the federal/state fund by \$500,000. None of the funding is from federal sources.

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

The Health Department's facilities internal services will increase by \$1,302,015.

- **What do the changes accomplish?**

These changes allow for Facilities and Property Management to have the resources budgeted for the remodel of the SEHC.

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

There are no personnel actions in this budget modification.

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

CareOregon committed to funding construction costs. Indirect or administrative costs associated with this revenue will be funded with existing resources.

- **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 contingency transfer and the revenue from CareOregon are one-time only for the costs to remodel SEHC.

- **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)?**

N/A

Contingency Request

If the request is a **Contingency Request**, please answer **all** of the following in detail:

- **Why was the expenditure not included in the annual budget process?**

The FY2013 adopted budget set aside \$802,015 in General Fund Contingency for this purpose. The CareOregon revenue was unknown when the FY2013 budget was prepared.

- **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**

The Health Department applied for a \$1.6 million capital development grant from the Health Resources and Services Administration (HRSA) but the grant was not awarded. The department has reached out to other partners to secure funds and the revenue from CareOregon in this budget modification is the result of these efforts. The Department continues to reach out to other partners to secure funds to cover the balance of the costs.

- **Why are no other department/agency fund sources available?**

All department funds are assigned to operate the program offers that the Board purchased in the adopted budget.

- **Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account. What are the plans for future ongoing funding?**

New revenue from this expenditure will support the on-going operating costs for the Southeast Health Center through revenue billed for visits and services (Oregon Health Plan/Medicaid, Medicare, private insurance, fees for services and pharmacy fees).

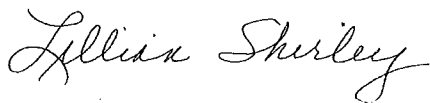
- **Has this request been made before? When? What was the outcome?**

This is the first request.

NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet. If it is a General Fund Contingency Request, a memo from the Budget Office must be submitted.

Required Signatures

Elected Official
or Dept Director:



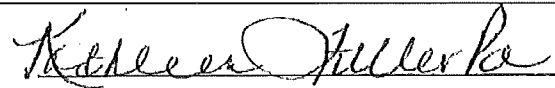
Date: 9/11/12

Budget Analyst:

Althea Gregory /s/

Date: 9/13/12

Department HR:



Date: 9/11/2012

Budget Modification ID: **HD-13-04**

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: 2013

Line No.	Fund Center	Fund Code	Program #	Func. Area	Internal Order	Accounting Unit Cost Center	WBS Element	Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
1	19	1000		0020		9500001000		60470	8,743,862	7,941,847	(802,015)		Reduce available GF Contingency
2	40-70	10010	40027	0030			47700-BWC	60430	33,000	835,015	802,015		Increase Facilities Intl Svcs
3													
4	40-70	68600	40027	0030			47700-00-68600	50210	-	(500,000)	(500,000)		CareOregon
5	40-70	68600	40027	0030			47700-00-68600	60430	-	500,000	500,000		Increase Facilities Intl Svcs
6										-			
7	78-50	2509		0020		902575		50310	(22,508,986)	(23,811,001)	(1,302,015)		Budgets receipt of Facilities svc reimb
8	78-50	2509		0020		902575		60530	3,120,158	4,422,173	1,302,015		Budgets offsetting expenditure
9										-			
10										-			
11										-			
12										-			
13										-			
14										-			
15										-			
16										-			
17										-			
18										-			
19										-			
20										-			
21										-			
22										-			
23										-			
24										-			
25										-			
26										-			
27										-			
28										-			
29										-			
											0	0	Total - Page 1
											0	0	GRAND TOTAL

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

							ANNUALIZED			
id	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
TOTAL ANNUALIZED CHANGES						0.00	0	0	0	0

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.

							CURRENT YEAR			
id	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
TOTAL CURRENT FY CHANGES						0.00	0	0	0	0

FM Side			PS/CO Side			Cost Element/Commitment	
FM Fund Center	FM Fund Code	Functional Area	Internal Order	Cost Center	WBS Element	Item	Notes
General Fund Contingency							
19	1000	0020		9500001000		60470	Reduce available General Fund Contingency
xx-xx	xxxxx	0020		xxx	xxx	xxxxx	Increase Expenditure
Indirect Central							
xx-xx	xxxxx				xxx	60350	Indirect Expenditure
19	1000	0020		9500001000		50310	Indirect reimbursement revenue in General Fund
19	1000	0020		9500001000		60470	CGF Contingency expenditure
Departmental							
xxx	xxxxx			xxx	xxx	60355	Indirect Department Expenditure
xx-xx	1000			xxx	xxx	50370	Indirect Dept reimbursement revenue in General Fund
xx-xx	1000			xxx	xxx	xxx	Off setting Dept expenditure in General Fund
Telecommunications							
xx-xx	xxxxx				xxx	60370	Departmental telecommunication expenditure
78-70	3503	0020		709525		50310	Budgets receipt of reimbursement
78-70	3503	0020		709525		60200	Budgets offsetting expenditure in telecommunications fund
Data Processing							
xx-xx	xxxxx				xxx	60380	Departmental data processing expenditures
78-70	3503	0020		709000		50310	Budgets receipt of Data Processing reimbursement
78-70	3503	0020		709000		60240	Budgets offsetting expenditures
Electronic Service Reimbursement							
xx-xx	xxxxx					60420	Departmental Electronics expenditure
78-60	3501	0020		904200		50310	Receipt of Electronics service reimbursement
78-60	3501	0020		904200		60240	Budgets offsetting expenditure
Motor Pool: Use this cost center if you are adding funds for motor pool use.							
xx-xx	xxxxx				xxx	60410	Departmental Motor Pool expenditure
78-30	3501	0020		904150		50310	Budgets receipt of Motor Pool service reimbursement
78-30	3501	0020		904150		60240	Budgets offsetting expenditure
Fleet: Use this cost center if you are adding funds for dedicated program cars.							
xx-xx	xxxxx				xxx	60410	Departmental Fleet expenditure
78-60	3501	0020		904100		50310	Budgets receipt of Fleet service reimbursement
78-60	3501	0020		904100		60240	Budgets offsetting expenditure
Building Management							
xx-xx	xxxxx				xxx	60430	Departmental Building Management expenditure
78-50	3505	0020		902575		50310	Budgets receipt of Building Management service reimbursement
78-50	3505	0020		902575		60170	Budgets offsetting expenditure
Insurance Service Reimbursement							
xx-xx	xxxxx					60140 or 60145	Departmental Insurance expenditure
72-80	3500	0020		705210		50316	Insurance Revenue
72-80	3500	0020		705210		60330	Offsetting expenditure
Lease Payments to Capital Lease Retirement Fund							
xx-xx	xxxxx					60450	Departmental Capital Lease Retirement expenditure Contact your Budget Analyst to complete this.
Mail & Distribution							
xx-xx	xxxxx				xxx	60460	Mail & Distribution expenditure
78-20	3504	0020		904400		50310	Budgets receipt of service reimbursement
78-20	3504	0020		904400		60230	Budgets offsetting expenditure
Records							
xx-xx	xxxxx				xxx	60460	Records expenditure
78-20	3504	0020		904500		50310	Budgets receipt of service reimbursement
78-20	3504	0020		904500		60240	Budgets offsetting expenditure

How are functional areas assigned to cost objects?

For the most part, functional area is related to what department has recorded the revenue or expenditure (i.e. the District Attorney is reported in Public Safety and Justice). There are some exceptions to this rule that require certain funds to be assigned to a particular functional area, regardless of what department the revenues or expenditures are recorded in.

Functional Area Assignments ~ Based on Fund

Special Revenue Funds

1501 - Road Fund	Road & Bridges	0080
1502 - Emergency Communications Fund	Community Services	0060
1503 - Bike Path Fund	Community Services	0060
1504 - Recreation Fund	Community Services	0060
1506 - County School Fund	Community Services	0060
1508 - Animal Control Fund	Community Services	0060
1509 - Willamette River Bridges Fund	Roads & Bridges	0080
1510 - Library Fund	Library	0070
1512 - Land Corner Preservation Fund	Roads & Bridges	0080
1518 - Oregon Historical Society Special Levy	Community Services	0060
1519 - Video Lottery	Community Services	0060

Capital Project Funds

2504 - Building Project Fund	Community Services	0060
2507 - Capital Improvement Fund	Community Services	0060
2508 - Asset Acquisition Fund	Community Services	0060
2509 - Asset Preservation Fund	Community Services	0060
2511 - Sellwood Bridge Replacement	Roads & Bridges	0080

Enterprise Funds

3000 - Dunthorpe-Riverdale Svc Dist #14 Fund	Dunthorpe-Riverdale Svc Dist #14	0500
3001 - Mid County Svc Dist #1 Fund	Mid County Svc Dist #1	0510
3002 - Behavioral Health Managed Care Fund	Behavioral Health Managed Care	0520

If a cost object is not in one of the funds listed above, then the functional area should be assigned based on the department that the cost object is in.

Functional Area Assignments ~ Based on Department (Fund Center)

Non-Dept (10, except 10-50)	General Government	0020
Non-Dept CCFC (10-50)	Social Services	0040
District Attorney (15)	Public Safety & Justice	0050
Countywide (18 & 19)	General Government	0020
Human Services (20, 21, 25, 26, 30 & 31)	Social Services	0040
Health (40)	Health Services	0030
Community Justice (50)	Public Safety & Justice	0050
Sheriff's Office (60)	Public Safety & Justice	0050
County Management (72)	General Government	0020
County Assets (78)	General Government	0020
Library (80)	Library	0070
Community Services (91)	General Government	0020

If you have any questions or comments, please contact Susan Luce in General Ledger at ext. 22138