



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 1/26/2021

Agenda Placement: 7J

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Christine Briceno - Interim Director
Human Resources

REPORT BY: Kevin Lemieux, Senior Human Resources Analyst - 253-4000

SUBJECT: Adoption of a Resolution Amending the Departmental Allocation List the Public Health Division of the Health and Human Services Agency

RECOMMENDATION

Interim Director of Human Resources and Director of Health and Human Services Agency request the adoption of a resolution amending the Departmental Allocation List for the Public Health Division of the Health and Human Services Agency, as follows, effective January 26, 2021 with terms expiring October 31, 2022, no net increase in full-time equivalents, and no increase to the County General Fund:

1. Deleting one 1.0 FTE Public Health Nurse (Limited Term);
2. Deleting one 1.0 FTE Licensed Vocational Nurse (Limited Term);
3. Adding one 1.0 FTE Epidemiologist (Limited Term); and
4. Adding one 1.0 FTE Staff Services Analyst I/II (Limited Term).

EXECUTIVE SUMMARY

Napa County Public Health is charged with supporting a broad COVID-19/SARS-CoV-2 (COVID-19) public health response. If approved, this action will replace two previously approved limited term positions to meet changing staffing needs related to COVID-19 vaccination efforts. The new positions will help Napa County Public Health pivot the COVID response towards vaccination rollout, and continue case and contact investigation functions, as required by the California Department of Public Health.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?

Yes

Is it currently budgeted?	No
What is the revenue source?	The requested limited term positions are 100% funded by the Epidemiology and Laboratory Capacity (ELC) Grant funds.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The requested limited term positions are essential to providing critical resources to support Napa County's vaccination and case and contact investigation efforts related to the COVID-19 /SARS-CoV-2 (COVID-19) pandemic. Public Health is receiving approximately 100 new positive COVID-19 laboratory tests per day, and the majority of the Division's nursing staff is currently working in vaccination clinics. ELC Grant funds were allocated to local public health departments to hire additional staff and to meet other resource needs associated with the COVID-19 response.
Is the general fund affected?	No
Future fiscal impact:	The total cost increase for the remainder of Fiscal Year 2020-2021 and Fiscal Year 2021-2022 is unchanged by this action. There are no additional costs, as compared to the positions previously approved by the Board of Supervisors on November 17, 2020. All costs will be fully offset by the California Department of Public Health's allocation to Napa County, which is \$2,179,633 through the end of the requested term (October 31, 2022).
Consequences if not approved:	If these changes are not approved, the County will not be in compliance with State requirements tied COVID-19 /SARS-CoV-2 vaccinations and case and contact investigations.
County Strategic Plan pillar addressed:	Effective and Open Government Healthy, Safe, and Welcoming Place to Live, Work, and Visit Collaborative and Engaged Community Vibrant and Sustainable Environment
Additional Information:	

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The California Department of Public Health (CDPH) is allocating \$2,179,663 to Napa County through November 2022 to support the COVID-19 /SARS-CoV-2 (COVID-19) public health response. These funds are intended to provide critical resources to local health departments, including vaccination, testing, case investigation, contact tracing and epidemiologic surveillance related to COVID-19. The Board of Supervisors previously approved seven limited term positions on November 17, 2020 to support this effort. This request seeks to replace two of those vacant limited term positions with other classifications, more critical to Napa County's vaccination response and

continuation of case and contact investigations, with positive case numbers continuing to rise.

If approved, the requested Epidemiologist position will help fulfill workplan activities for COVID-19 prevention, detection and mitigation strategies required by the Center for Disease Control's (CDC) Epidemiology and Laboratory Capacity (ELC) Enhancing Detection funding provided by CDPH, through a cooperative assistance agreement. This includes specialization in infection control as required by the ELC Grant. Additionally, the requested Staff Services Analyst I/II will oversee COVID-19 case assignment in the CalConnect system, conduct case investigations, act as a lead for COVID-19 case investigators, and provide training to new investigators as needed. The ELC Grant, which also funds this position, will provide dedicated staffing for COVID-19 response, and enable Public Health staff to resume essential public health services.

Therefore, the Interim Director of Human Resources and the Director of Health and Human Services recommend the adoption of a resolution to amend the Departmental Allocation List for the Public Health Division of the Health and Human Services Agency, as shown in Exhibit "A," effective January 26, 2021, with no net increase of two full-time equivalents, and no increase to the County General Fund.

SUPPORTING DOCUMENTS

A . Resolution

CEO Recommendation: Approve

Reviewed By: Helene Franchi