



Agenda Date: 10/24/2006
Agenda Placement: 6I

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Theresa Richmond for Randy Snowden - Director
Health & Human Services
REPORT BY: Theresa Richmond, Chief Operations Officer, 259-8176
SUBJECT: Amend the Departmental Allocation List for the Health & Human Services Agency - Public Health

RECOMMENDATION

Human Resources Director and Director of Health and Human Services Agency request adoption of a resolution amending the Departmental Allocation List for the Public Health Division of the Health and Human Services Agency, deleting one (1) 0.5 FTE Physical Therapist or Occupational Therapist and adding one (1) 0.7 FTE Physical Therapist or Occupational Therapist, effective November 4, 2006.

EXECUTIVE SUMMARY

Approval of the requested action will amend the Departmental Allocation List to increase the FTE of a Physical Therapist or Occupational Therapist in the Public Health division of the Health and Human Services Agency from 0.5 FTE to 0.7 FTE effective November 4, 2006.

FISCAL IMPACT

Is there a Fiscal Impact? No

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

Due to difficulty in recruiting Physical and Occupational Therapists in the Public Health division, the Board previously approved a request to allocate certain positions in the Public Health division as either Physical Therapists or Occupational Therapists to allow for greater hiring flexibility. One of the budgeted 1.0 FTE positions was filled as an Occupational Therapist. The incumbent's request to reduce hours by 0.2 FTE was approved by the division and has been effectuated by a change in the employee's schedule. This net 0.2 FTE reduction makes it possible and necessary to add the 0.2 FTE to an existing budgeted and filled 0.5 FTE Occupational Therapist position. Therefore, the Agency's is requesting the deletion of a 0.5 FTE and the addition of a 0.7 FTE position. This action is cost neutral since the total salary and benefit levels of the two positions are equal. If, at a future date, the under-allocated position is returned to the original staffing level of a 1.0 FTE, the requested increase in allocation from 0.5 FTE to 0.7 FTE will likewise be decreased.

SUPPORTING DOCUMENTS

A . Resolution

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita