



Agenda Date: 2/6/2007
Agenda Placement: 6H

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Theresa Richmond for Randolph F. Snowden - Director
Health & Human Services
REPORT BY: Theresa Richmond, Chief Operations Officer, 259-8176
SUBJECT: Amend the Departmental Allocation List - Health and Human Services/Public Health Division

RECOMMENDATION

Director of the Health and Human Services and the Human Resources Director 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) Community Aide and adding one (1) Community Health Assistant position, effective February 6, 2007.

EXECUTIVE SUMMARY

Based upon the casework duties and responsibilities to be assigned to this position, the Director of the Health and Human Services Agency and the Human Resources Director recommend amending the Departmental Allocation List for the Health and Human Services Agency, deleting one Community Aide and adding one Community Health Assistant position, effective February 6, 2007.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Public Health
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This change of allocation in positions is discretionary in that there is no mandate to have this specific position in the Public Health Division. However, this position is needed to carry a caseload for high risk pregnancy Maternal Child Health clients. The incumbent may also provide follow-up for field Public Health Nursing in order to carry out the duties of the Targeted Case

	Management and Maternal Child Health programs.
Is the general fund affected?	No
Future fiscal impact:	Appropriations will be budgeted accordingly.
Consequences if not approved:	If this position is not approved, additional Targeted Case Management revenue being anticipated from this higher level position will not be realized. Moreover, the Public Health Division will not meet the performance goals defined in the Maternal Child Health Allocation plan.
Additional Information:	Replacing a Community Aide with a Community Health Assistant will result in an increased cost of approximately \$1,000 in Fiscal Year 2006-2007. This cost increase will be covered by incremental Targeted Case Management and Medi-Cal Administrative Activities revenue as well as salary savings due to the Community Aide position being vacant. Appropriations will be budgeted accordingly in future fiscal years.

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

Prior to opening recruitment for a vacant Community Aide position in the Public Health Division of the Health and Human Services Agency, Human Resources reviewed the duties and responsibilities to be assigned and determined that the Community Health Assistant classification would more accurately reflect the casework responsibilities to be assigned to the incumbent. This position will carry an independent caseload for perinatal outreach and education for high risk pregnancy Maternal Child Health clients.

The Director of the Health and Human Services Agency and the Human Resources Director therefore request that the Departmental Allocation List for the Public Health Division be amended to delete one Community Aide and add one Community Health Assistant, effective February 6, 2007.

SUPPORTING DOCUMENTS

A . Resolution

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita