



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 3/20/2018

Agenda Placement: 6V

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Heather Ruiz - Director
Human Resources

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

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

RECOMMENDATION

Director of Human Resources and Director of Health and Human Services Agency request adoption of a resolution amending the Departmental Allocation List for the Alcohol and Drug Services Division of the Health and Human Services Agency, as follows, effective March 20, 2018, with no net increase to full-time equivalents and a slight increase to the General Fund:

1. Deleting one 1.0 FTE Mental Health Counselor; and
2. Adding one 1.0 FTE Mental Health Counselor - Licensed.

EXECUTIVE SUMMARY

If approved, this request deletes a vacant Mental Health Counselor position and replaces it with a Mental Health Counselor - Licensed position. The Alcohol and Drug Services (ADS) Division of the Health and Human Services Agency (HHSA) has a growing need for licensed staff to manage the complex interactions between severe mental illness and substance abuse disorders within their client population. Replacing a vacant unlicensed clinician allocation with a licensed clinician will provide additional expertise to meet client needs, and reduce the need for a licensed staff member to review documentation by unlicensed staff.

FISCAL IMPACT

Is there a Fiscal Impact? Yes

Is it currently budgeted? No

What is the revenue source?	This position is funded by Medi-Cal reimbursement (35%), 2011 Realignment (35%), SAPT Block Grant (15%), and the Health and Human Services Agency (HHSA) General Fund (15%).
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	By approving this action, HHSA will have the ability to hire a licensed counselor with the professional education and training necessary to provide comprehensive client care, while reducing the required documentation review by licensed staff.
Is the general fund affected?	No
Future fiscal impact:	The increased cost of salary and benefits for the remainder of Fiscal Year 2017-2018 for the requested Mental Health Counselor – Licensed is estimated at \$801. The increased annualized cost for this position is estimated at \$3,203, and will be budgeted accordingly in future fiscal years.
Consequences if not approved:	Keeping an unlicensed allocation will require the additional resources of a licensed staff person to review and approve all clinical documentation for a large case load.

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 Alcohol and Drug Services Division (ADS) at the Health and Human Services Agency (HHSA) offers prevention, treatment, and intervention services to clients. Many ADS clients have co-occurring severe mental illness and substance use disorders, which have complex interactions. Adding an additional licensed clinician that understands these interactions, with the ability to accurately diagnose and treat them will help ADS provide comprehensive client care that addresses the full continuum of recovery. This action would mitigate the cost of licensed staff reviewing and approving all documentation, and also reduce the risk associated with an unlicensed clinician failing to identify critical changes in clients with co-occurring disorders.

Therefore, the Director of Human Resources and the Director of the Health and Human Services Agency recommend the adoption of a resolution to amend the Departmental Allocation List for the Alcohol and Drug Services Division of the Health and Human Services Agency as shown in Exhibit "A," effective March 20, 2018, with no net increase to full-time equivalents.

SUPPORTING DOCUMENTS

A . Resolution

CEO Recommendation: Approve

Reviewed By: Helene Franchi