

RESOLUTION NO: 17-8273

RESOLUTION AMENDING THE 2017-2018 COUNTY PERSONNEL ALLOCATION FOR PUBLIC HEALTH BUDGET UNIT 70560, EFFECTIVE JULY 18, 2017.

WHEREAS, Plumas County Personnel Rule 5.01 provides amendments to be made by resolution of the classification plan covering all positions in the County service; and

WHEREAS, these positions are necessary in the daily operational needs of the Public Health Agency; and

WHEREAS, this correction was brought to the attention of the Director of Human Resources who is now requesting approval of this resolution to correct the 2017-2018 Position Allocation to match the department of 70560, and

NOW, THEREFORE BE IT RESOLVED by the Plumas County Board of Supervisors as follows:

Approve the amendment to the Position Allocation for Budget Year 2017-2018 to reflect the following:

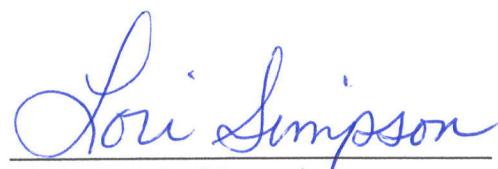
Budget Unit 70560	Current	Proposed	Final
Health Education Coordinator I/II OR	9.56	1.00	10.56
Health Education Specialist OR			
Community Outreach Coordinator			

The foregoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board on the 18th day of July, 2017 by the following vote:

AYES: Supervisors: ENGEL, THRALL, GOSS, SANCHEZ, SIMPSON

NOES: Supervisors: NONE

ABSENT: Supervisors: NONE



Chair, Board of Supervisors



Clerk, Board of Supervisors

CRITICAL STAFFING COMMITTEE
REQUEST FORM

The following information and questionnaire must be completed in its entirety before the request will be reviewed by the Critical Staffing Committee.

DATE OF REQUEST: 7/18/2017

DEPARTMENT TITLE: Public Health Agency

BUDGET CODE AND BREAKDOWN FOR REQUESTED POSITION: 70560

POSITION TITLES: 1.00 Community Outreach Coordinator

ARE POSITIONS CURRENTLY ALLOCATED? YES X NO

For Committee use only

Date of Committee Review: _____

Determination of Committee? Recommended
 Not Recommended

Comments: _____

Date to Board of Supervisors: _____

Board Action: Approved Denied

Board Modifications _____

Date returned to Department: _____

Date submitted to HR Technician for recruitment: _____

QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

- Is there a legitimate business, statutory or financial justification to fill the position?
- Why is it critical that this position be filled at this time?
- How long has the position been vacant?

1.0 FTE Community Outreach Coordinator (COC) - This position became available July 1, 2017 due to increased funding in both our SNAP-Ed and TURP programs. The COC is responsible for organization, coordination, implementation, and conducts a variety of public health education programs and related health services, public information programs, health promotion, prevention programs.

- **Can the department use other wages until the next budget cycle?**

All positions are budgeted and funded in the current year.

- **What are staffing levels at other counties for similar departments and/or positions?**

N/A

- **What core function will be impacted without filling the position prior to July 1?**

Lack of compliance, billing and administration are all results of the vacancies. In the Health Education division, the vacancy must be filled to meet Supplemental Nutrition Assistance Program Education grant deliverables, and Tobacco Use Reduction grant deliverables. The negative impacts to our agency will exacerbate as the vacancies continue.

- **What negative fiscal impact will the County suffer if the position is not filled prior to July 1?**

Not filling the COC position will cost PCPHA funds that cannot be drawn down from grants, as we cannot bill for a position unless we have spent the funds. This position will be included in the FY 17-18 Supplemental Nutrition Education Program (SNAP-Ed) program budget targeting low income families and seniors and on the FY 17-18 Tobacco Use Reduction Program budget. It can be argued that these are not funds lost because we don't have to expend the funds to pay the position if it is vacant. However, the county has lost the value of the services being provided to families, children, and seniors. Not filling the COC will impact the administrative and fiscal services needed by Public Health.

- **A non-general fund department head need to satisfy that he/she has developed a budget reduction plan in the event of the loss of future state, federal or local funding? What impact will this reduction plan have to other County departments?**

Funding cuts have impacted our agency in every area and caused our staff to take on much more than they ever have before. But due to diligence in responsible fiscal planning with the highest commitment to public services, our clients perceive little or no difference in the scope of services they receive. Our current and potential budget reductions will not impact other county departments at this time. All state and federal grant funds are tied by contract to deliverables and staffing positions. If these funds are lost, the county is not responsible for providing the work and staff to accomplish contracted health service deliverables.

- **Does the department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions?**

PLUMAS COUNTY PUBLIC HEALTH AGENCY
HEALTH EDUCATION AND PREVENTION DIVISION
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