



Mendocino County

Legislation Text

File #: 21-1222, **Version:** 1

To: Board of Supervisors

From: Human Resources

Meeting Date: November 9, 2021

Department Contact: Juanie Cranmer

Phone: 234.6600

Department Contact: Cherie Johnson

Phone: 463.4441

Item Type: Consent Agenda

Time Allocated for Item: N/A

Agenda Title:

Adoption of Resolution Amending Position Allocation Table as Follows: Public Health Budget Unit 4010, Delete 1.0 FTE Senior Program Specialist, Add 1.0 FTE Program Administrator; Alcohol and Other Drug Programs (SUDT) Budget Unit 4012, Add 1.0 FTE Program Administrator; Mental Health Services Act Budget Unit 4051, Delete 1.0 FTE Mental Health Clinical Manager; Mental Health (BHRS) Budget Unit 4050, Add 1.0 FTE Senior Program Manager

Recommended Action/Motion:

Adopt Resolution amending Position Allocation Table as follows: Public Health Budget Unit 4010, delete 1.0 FTE Senior Program Specialist, add 1.0 FTE Program Administrator; Alcohol and Other Drug Programs (SUDT) Budget Unit 4012, add 1.0 FTE Program Administrator; Mental Health Services Act Budget Unit 4051, delete 1.0 FTE Mental Health Clinical Manager; Mental Health (BHRS) Budget Unit 4050, add 1.0 FTE Senior Program Manager; and authorize Chair to sign same.

Previous Board/Board Committee Actions:

On June 22, 2021, the Board of Supervisors adopted the Master Position Allocation Table for the FY 2021-2022 Budget, Resolution Number 21-090.

Summary of Request:

The Human Resources Department is charged, as part of the overall maintenance of the classification and compensation plan, to evaluate current classifications, create new classifications (including appropriate salary levels), reclassify positions, examine requests for salary grade adjustments, analyze allocations, and make recommendations for additions, modifications, and corrections.

As part of the restructuring of the Health and Human Services Agency (HHSA), changes to allocations is necessary in order for work to be performed in a more streamlined manner and to provide level of oversight needed for program efficiencies. Budget Unit 4012 - Alcohol and Other Drugs Programs (SUDT) has need of a Program Administrator. The position will be funded by Behavioral Health Recovery Service (BHRS) funds for services to BHRS-SUDT clients. This position is funded by Substance Abuse Prevention and Treatment (SABG). The department has identified a vacant Senior Program Specialist position to delete in favor of adding the Program Administrator. Additionally, Budget Unit 4050 - Mental Health (BHRS) is in need of Senior Program Manager to provide management oversight to BHRS QA/QI and Compliance. The department has

identified a vacant Mental Health Clinical Manager to delete in favor of the Senior Program Manager. This position is funded by Realignment funds.

The current year fiscal impacts and the annual recurring costs shown below reflect wages (including cost of benefits) at Step 5 if filled in mid-December 2021 (pay period 26).

Alternative Action/Motion:

Do not adopt and direct staff.

How Does This Item Support the General Plan? This proposed action is supportive of the delivery of programs and services to communities in an integrated, coordinated and equitable manner. This action would be supportive in the ability of the County to deliver services to the public.

Supervisory District: All

vote requirement: Majority

Supplemental Information Available Online At: N/A

Fiscal Details:

source of funding: Budget Units 4012 and 4050 **budgeted in current f/y:** Yes

current f/y cost: BU 4012: \$13,883 (*Savings*); BU 4050: if no, please describe:
\$5,008 (*Savings*)

annual recurring cost: BU 4012: \$151,169; BU 4050: **revenue agreement:** N/A
\$187,872

budget clarification: These allocations are funded through Realignment and SABG.

Agreement/Resolution/Ordinance Approved by County Counsel: Yes

CEO Liaison: Cherie Johnson, Deputy CEO

CEO Review: Yes

CEO Comments:

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Executed By: Atlas Pearson, Deputy Clerk II

Date: November 12, 2021

Final Status: **Adopted**

Executed Item Type: **Resolution** Number: 21
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