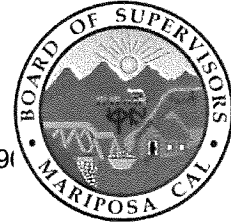




MARIPOSA COUNTY

HHS/Behavioral Health & Recovery Services · (209) 961-1100



RESOLUTION - ACTION REQUESTED 2019-238

MEETING: May 7, 2019

TO: The Board of Supervisors

FROM: Chevon Kothari, Health and Human Services Director

RE: Authorize an Increase of Extra-Help Hours Beyond 999 Hours

*Budget
Action*

RECOMMENDATION AND JUSTIFICATION:

Approve an Increase in Extra-Help Hours from 999 Hours to 1,200 Hours for One Mental Health Assistant I and One Licensed Vocational Nurse Effective Immediately.

The Mental Health Assistant I position is providing assistance in the Homeless Shelter. The Health and Human Services Agency offered Warming Centers in multiple locations which required our Shelter Staff to work more hours. Those needs, coupled with the loss of staff, created a need to increase their hours. There are currently several vacancies which are impacting the Department and until we can fill these vacancies it is necessary to increase the Mental Health Assistant I hours to ensure sufficient coverage at the Shelter.

Recently a few of the Shelter positions became vacant making it necessary for other staff members to increase their hours to cover the shifts, thus increasing the need for additional hours of an extra-help Mental Health Assistant I position to 1,200 hours. This increase in hours will allow the Behavioral Health Unit to keep the Shelter open and functioning, without having to request full-time employees to work overtime.

The other position that we are requesting to increase to 1200 hours is the extra-help Licensed Vocational Nurse (LVN) who works at the Family Services Center. The incumbent in the full-time LVN position was on an extended leave. To ensure that the duties of the LVN would continue without interruption, it required the extra-help LVN to work more hours than anticipated.

Extra-Help positions can work up to 860 hours. The Human Resources Director can approve additional hours up to 999 hours, because of need. Any hours above 999 requires Board approval.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board has previously approved the increase of extra-help hours for other positions.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

If the Board chooses not to increase the Extra-Help hours it may have a negative impact on the

Resolution - Action Requested 2019-238

Behavioral Health Programs.

FINANCIAL IMPACT:

There is no impact to the General Fund. Attached is a budget action to increase appropriations in the Extra Help Hours lines and decrease unused appropriations elsewhere to budget for the Extra Help Hours through the end of FY18/19.

ATTACHMENTS:

Budget Action to adjust for increased Extra Help hours in FY18-19 (PDF)

RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]

MOVER: Kevin Cann, District IV Supervisor

SECONDER: Marshall Long, District III Supervisor

AYES: Smallcombe, Jones, Long, Cann, Menetrey

BUDGET ACTION FORM

FUND	DEPT/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
001	0402	622.02-01	EXTRA HELP		\$51,000	
001	0402	622.03-13	MEDICAL/DENTAL/VISION			\$25,500
001	0402	622.03-14	RETIREMENT-EMPLOYER			\$25,500
001	0403	623.02-01	EXTRA HELP		\$7,000	
001	0403	623.04-36	ALCOHOL/DRUG INPAT ECHOES			\$7,000
Budget Action to adjust for increased Extra Help hours in FY18/19						
				TOTAL	\$58,000	\$58,000

TRANSFER BETWEEN FUNDS						
				TOTALS	\$0	\$0

ACTION REQUESTED: (Check all that apply)

- () Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the county budget, or in any one fund of the budget , or appropriating Reserve for Contingencies;
- () Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another, or between categories within a budget unit;

JUSTIFICATION:

DEPT HEAD SIGNATURE *Chevon Kote* DATE 4/25/19
 APPROVED BY RES NO. 19-238 CLERK Juan Bautista, Deputy DATE 5-7-19

AUDITOR'S USE ONLY BA #
