



MARIPOSA COUNTY

HHS/Behavioral Health & Recovery Services • (209) 908-1100



RESOLUTION - ACTION REQUESTED 2018-456

MEETING: September 25, 2018
TO: The Board of Supervisors
FROM: Chevon Kothari, Health and Human Services Director
RE: Request Approval to Add One Allocation of an Administrative Analyst I/II

RECOMMENDATION AND JUSTIFICATION:

Approve the Allocation of an additional Administrative Analyst I/II position whose costs will be shared within the Behavioral Health, Mental Health Services Act, and Alcohol and Drug Budgets effective immediately; Approve Budget Actions Transferring Funds within the Health and Human Services Department Budgets to fund the position through June 30, 2019 (\$70,341).

The department requests this position to be effective immediately to keep up with various new Behavioral Health program management demands. Because of the increasing state and federal requirements impacting Behavioral Health program management, it is critical to add another allocation for this position to ensure program planning and management, program compliance reporting, quarterly reporting, quality assurance tracking, etc., to meet or exceed all standards.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board has previously considered adding new allocations of critical positions for this Department.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

If this position is not approved, the increasing workload may adversely affect the quality of management efforts, ultimately affecting revenue streams, such as the Medical claiming process, that are vital to Behavioral Health operations.

FINANCIAL IMPACT:

There is no impact to the County General Fund. The Administrative Analyst position costs will be shared within the Behavioral Health, Mental Health Services Act, and Alcohol and Drug Budgets. The attached Budget Action allocates sufficient funds to pay for the position through June 30, 2019.

ATTACHMENTS:

Budget Action - Admin Analyst I 20180831 (PDF)

Resolution - Action Requested 2018-456

RESULT: **ADOPTED BY CONSENT VOTE [UNANIMOUS]**

MOVER: Merlin Jones, District II 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	622.01-83	Regular Hours		\$9,844	\$0
001	0402	622.03-10	Social Security		\$598	\$0
001	0402	622.03-11	Medicare		\$140	\$0
001	0402	622.03-13	Med/Den/Vis		\$2,285	\$0
001	0402	622.03-14	Retirement Employer		\$1,092	\$0
001	0402	622.03-17	Life Ins		\$11	\$0
001	0402	622.03-18	SDI State Disability		\$98	\$0
001	0402	309.16-94	Transfer in Realignment 393		(\$14,068)	\$0
393	0412	950.07-87	Transfer Out Realignment		\$14,068	\$0
393	0412	950.04-16	Misc. Expense		\$0	\$14,068
TOTAL					\$14,068	\$14,068

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 Cheron Katz DATE 9-25-18

APPROVED BY RES NO. 18-456 CLERK Rene LaRock DATE 9-25-18

AUDITOR'S USE ONLY BA #

BUDGET ACTION FORM

FUND	DEPT/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
410	0437	670.01-83	Regular Hours		\$7,383	\$0
410	0437	670.03-10	Social Security		\$449	\$0
410	0437	670.03-11	Medicare		\$105	\$0
410	0437	670.03-13	Med/Den/Vis		\$1,714	\$0
410	0437	670.03-14	Retirement Employer		\$819	\$0
410	0437	670.03-17	Life Ins		\$8	\$0
410	0437	670.03-18	SDI State Disability		\$74	\$0
410	0437	670.04-18	Professional Services		\$0	\$10,551
				TOTAL	\$10,551	\$10,551

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 Kato* DATE 9-25-18
 APPROVED BY RES NO. 18-456 CLERK *Gene LaRoch* DATE 9-25-18

AUDITOR'S USE ONLY
BA #

