



## Legislation Details (With Text)

**File #:** 18-1758      **Version:** 1

**Type:** Agenda Item      **Status:** Approved

**File created:** 11/1/2018      **In control:** Board of Supervisors

**On agenda:** 1/8/2019      **Final action:** 1/8/2019

**Title:** Health and Human Services Agency (HHSA) recommending the Board adopt and authorize the Chair to sign Resolution 001-2019, amending the Authorized Personnel Allocation Resolution (132-2018), thereby deleting 0.55 Full Time Equivalent (FTE) Health Program Specialist and adding 0.5 FTE Health Education Coordinator.

**FUNDING:** State Funds: Proposition 99 Tobacco Use Prevention Program (TUPP) funds, and 1991 Realignment.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - Approved CRS Personnel Allocation 01-08-2019, 2. B- Personnel Allocation Resolution 01-08-2019, 3. Executed Resolution 001-2019

Date	Ver.	Action By	Action	Result
1/8/2019	1	Board of Supervisors	Approved	Pass

Health and Human Services Agency (HHSA) recommending the Board adopt and authorize the Chair to sign Resolution **001-2019**, amending the Authorized Personnel Allocation Resolution (132-2018), thereby deleting 0.55 Full Time Equivalent (FTE) Health Program Specialist and adding 0.5 FTE Health Education Coordinator.

**FUNDING:** State Funds: Proposition 99 Tobacco Use Prevention Program (TUPP) funds, and 1991 Realignment.

### DISCUSSION / BACKGROUND

On June 26, 2018 the Board of Supervisors approved the Personnel Allocation Resolution #132-2018 (File ID:18-1012, Agenda No. 6) which reflects HHSA’s personnel allocations to include the following positions; 9.55 Health Program Specialist (HPS), 0.8 Limited Term Health Program Specialist (HPS), 11.5 Health Education Coordinator (HEC).

Working directly with the Human Resources Department, HHSA has developed the attached Personnel Allocation Resolution which was approved by Human Resources on November 27, 2018 and by County Counsel on December 3, 2018. The proposed change would reduce the allocation for HPS from 9.55 to 9 and increase the HEC allocation from 11.5 to 12. The net change in personnel allocation is a reduction of .05 FTE. The need for this personnel allocation change was prompted by a shift in focus from general public hazards education and promotion of tobacco use cessation to population based intervention policy development, formal community level coalition/advisory group development, focus on integration of tobacco cessation intervention best practice development, and heightened media campaigning. Transition to a HEC classification addresses the elevated skill set necessary to accommodate this shift to the more formal approach to coalition development and

coordination.

The funding model for the proposed HEC position utilizes 1991 Realignment and the Proposition 99 Tobacco Use Prevention Program (TUPP) funding allocation which is legislated and funded by taxes on cigarette sales.

### **ALTERNATIVES**

The Board could decline to adopt and authorize the Chair to sign the attached Personnel Allocation, thereby retaining the current allocations.

### **PRIOR BOARD ACTION**

1) File ID: 18-1012, Agenda No. 6, 6/26/18

### **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Human Resources and County Counsel

### **CAO RECOMMENDATION**

It is recommended that the Board approve this item.

### **FINANCIAL IMPACT**

There is no Net County Cost associated with this Agenda item. The net fiscal impact at step 3 salary level will be an annual increase of \$4,232 for which sufficient appropriations were included in the fiscal year 2018-19 budget, and will be included in future budgets.

### **CLERK OF THE BOARD FOLLOW UP ACTIONS**

- 1) Obtain signature of Chair on attached Resolution.
- 2) Submit one (1) Minute Order to HHSA at 3057 Briw Road, Fiscal Unit.
- 3) Provide one (1) certified Resolution to HHSA-Contracts at 3057 Briw Rd and one (1) certified Resolution to Human Resources at 330 Fair Lane.

### **STRATEGIC PLAN COMPONENT**

- 1.) County Strategic Plan; Healthy Communities, Infrastructure, & Good Governance
- 2.) Health and Human Services Agency Strategic Plan: Fiscal Responsibility, Project-Efficiency in Funding & Staff Investment, Project-Staff Retention, Development/Training and Safety

### **CONTACT**

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