



## Legislation Text

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**File #:** 22-2187, **Version:** 1

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Health and Human Services Agency (HHSA) recommending the Board adopt and authorize the Chair to sign Resolution **031-2023** amending the Authorized Personnel Allocation Resolution (099-2022) to:

- 1) Delete one (1.0) Full Time Equivalent (FTE) vacant Social Work Clinician A/B in the Health and Human Services Agency; and
- 2) Add one (1.0) FTE Administrative Analyst I/II allocation in the Health and Human Services Agency.

**FUNDING:** 28% Federal, 25% State and 47% Realignment.

**DISCUSSION / BACKGROUND:**

The Health and Human Services Agency (HHSA), Child Welfare Services (CWS) is currently in need of an Administrative Analyst I/II to support the implementation and oversight of various programs, including the Family First Prevention Services, Bringing Families Home, and various Homeless Grants. These programs provide significant reporting, staff oversight, data analysis, and implementation support, which has increased the workload of HHSA's CWS division. Currently, there is only one Administrative Analyst responsible for handling these CWS duties, but the addition of new programs and requirements has made it necessary to hire another Administrative Analyst I/II to assist with the workload. This new position will be crucial in ensuring the smooth implementation and ongoing success of these programs.

Additionally, HHSA's Social Work Clinician A/B classification is currently vacant. Previously, this position was used as an interface between CWS and Behavioral Health (BH) for children in foster care, screening and accessing referrals for BH services. However, since the vacancy of this position, the State's implementation of the California Advancing and Innovating Medi-Cal (CalAIM) has expanded the requirements for foster children's access to Behavioral Health services, resulting in this work being handled by Social Workers and Mental Health Clinicians. This has streamlined processes and made the Social Worker Clinician A/B position unnecessary in its previous capacity.

For these reasons, the deletion of one (1.0) Full Time Equivalent (FTE) Social Work Clinician A/B vacant allocation and the addition of one (1.0) FTE Administrative Analyst I/II position is being proposed.

Working directly with the Human Resources Department, HHSA has developed the attached Personnel Allocation Resolution which was approved by County Counsel on January 10, 2023.

**ALTERNATIVES:**

The Board could decline to adopt and authorize the Chair to sign the attached Personnel Allocation, thereby retaining the current allocations. This could result in HHSA CWS programs failing to meet the mandates and reporting requirements associated with implementation of new and existing programs assigned to the Administrative Analyst I/II position.

**PRIOR BOARD ACTION:**

1) 06/21/22, 22-0987, FY 2022-23 Personnel Allocation Resolution

- 2) 08/30/22, 22-1222, HHSA Personnel Allocation Resolution - Disease Investigation & Control Specialist
- 3) 09/27/22, 22-1686, CAO Budget Adoption
- 4) 10/11/22, 22-1491, HHSA Personnel Allocation Resolution - Office Assistant I/II & Social Worker III (APS)
- 5) 10/25/22, 22-1492, HHSA Personnel Allocation Resolution - Health Educator (PH)
- 6) 12/06/22, 22-1848, HHSA Personnel Allocation Resolution - Limited Term Senior Citizens' Attorney I/II/III

**OTHER DEPARTMENT / AGENCY INVOLVEMENT:**

Human Resources, El Dorado County Employees' Association, Local 1, AFSCME Council 57, County Counsel.

**CAO RECOMMENDATION:**

Approve as recommended.

**FINANCIAL IMPACT:**

The deletion of one (1.0) FTE vacant Social Work Clinician A/B allocation and addition of one (1.0) FTE Administrative Analyst I/II allocation has an estimated total cost decrease of \$2,249. There is no impact to County General Fund.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

- 1) Obtain signature of Chair on Resolution.
- 2) Provide one (1) certified Resolution to HHSA-Contracts at 3057 Briw Rd and one (1) certified Resolution to Heather Andersen in Human Resources at 330 Fair Lane.

**STRATEGIC PLAN COMPONENT:**

Good Governance

**CONTACT**

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