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**AGENDA COVER MEMO**

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AGENDA DATE: August 24, 2011  
TO: Board of County Commissioners  
DEPARTMENT: Health & Human Services  
PRESENTED BY: Rob Rockstroh



AGENDA TITLE: ORDER \_\_\_\_\_ / IN THE MATTER OF ADDING TWO FULL-TIME (2.0 FTE) DEVELOPMENTAL DISABILITY SPECIALIST POSITIONS EFFECTIVE SEPTEMBER 1, 2011 AND APPROPRIATING AN ADDITIONAL \$110,434 IN REVENUES AND EXPENDITURES FOR 2011-2012 IN FUND 286 DEPARTMENT OF HEALTH & HUMAN SERVICES

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**I. MOTION**

In The Matter Of Adding Two Full-Time (2.0 FTE) Developmental Disability Specialist Positions Effective September 1, 2011 and Appropriating an Additional \$110,434 in Revenues and Expenditures for 2011-2012 in Fund 286 Department of Health & Human Services.

**II. AGENDA ITEM SUMMARY**

The Board is being asked to approve the addition of two full-time (2.0 FTE) Developmental Disability Specialist positions at Developmental Disability Services, Department of Health & Human Services.

**III. BACKGROUND/IMPLICATIONS OF ACTION****A. Board Action and Other History**

The County receives funds through the contract with State of Oregon Department of Human Services (DHS) to provide case management and other services to qualified people with developmental disabilities. During the last legislative session funding was uncertain until the end of the session, and based on lower projections the County eliminated one DD Specialist position. When the final budget was adopted, much of the anticipated cut in funding was restored. Additionally, DHS has revised the allocation formula for funding to counties, resulting in more than projected revenue for Lane County. Caseloads in Lane County remain high, and to address this, one Quality Assurance Coordinator has been providing case management to a full caseload. The addition of these positions will allow the Quality Assurance Coordinator to return to the important quality assurance tasks, and allow the County to be prepared for additional clients scheduled to enter County services in October. There are sufficient funds available in the allocation from DHS to add these positions and therefore better meet the mandates of the contract.

- B. Policy Issues  
No policy issues

- C. Board Goals

Strategic Plan – (B) Resource Planning and Allocation. (B1): Develop plans for chief resources applied to deliver County services – human resources, information technology and land and facilities.

- D. Financial and/or Resource Consideration

These funds are part of case management funds allocated by Oregon DHS SE48. The final amount allocated was more than anticipated at the time of County budget adoption.

- E. Analysis

The two Developmental Disability Specialist positions will improve Health & Human Services ability to meet state and federal compliance rules and ensure the provision of high quality services, in that they will improve H&HS's ability to ensure the provision of high-quality services to clients with developmental disabilities, specifically service coordination, case management and quality assurance.

- F. Alternatives/Options

1. Adding two full time (2.0 FTE) Developmental Disabilities Specialist positions, allowing Developmental Disabilities Services to provide necessary service coordination, case management and quality assurance.

2. Not adding two full time (2.0 FTE) Developmental Disabilities Specialist positions will not allow Development Disabilities to provide necessary service coordination, case management and quality assurance.

#### **IV. TIMING/IMPLEMENTATION**

The effective date of the new positions is September 1, 2011. Upon Board approval, revenues and expenditures will be increased in Health & Human Services and Lane County Human Resources will post for these positions.

#### **V. RECOMMENDATION**

The recommendation is that the Board approves the addition of two full time (2.0 FTE) Developmental Disability Specialist positions effective September 1, 2011.

#### **VI. ATTACHMENTS**

Board Order

**THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON**

**RESOLUTION** )ORDER \_\_\_\_\_ / IN THE MATTER OF ADDING  
**AND ORDER:** )TWO FULL TIME DEVELOPMENTAL DISABILITY  
 )SPECIALIST POSITIONS EFFECTIVE SEPTEMBER 1, 2011  
 )AND APPROPRIATING AN ADDITIONAL \$110,434 IN  
 )REVENUES AND EXPENDITURES FOR 2011-2012 IN FUND  
 )286 DEPARTMENT OF HEALTH & HUMAN SERVICES

WHEREAS, Developmental Disabilities Services receives funds from State of Oregon, Department of Human Services for case management, quality assurance, eligibility and protective services; and

WHEREAS, funding for Developmental Disabilities Services was higher than anticipated at the time of adoption of the Lane County Budget; and

WHEREAS, Developmental Disabilities Services desires to add two Developmental Disabilities Specialist positions to provide service coordination and case management and quality assurance , and;

WHEREAS, the addition of these two positions will be funded by unanticipated additional funds from the State of Oregon Department of Human Services contract.

NOW THEREFORE, IT IS HEREBY RESOLVED AND ORDERED that the Board of County Commissioners add two full time (2.0 FTE) Developmental Disabilities Specialist positions effective September 1, 2011 and appropriate an additional \$110,434 in Revenues and Expenditures for 2011-2012 in fund 286 Department of Health & Human Services.

Effective this \_\_\_\_\_ day of August, 2011

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Faye Stewart, Chair  
Lane County Board of Commissioners

APPROVED AS TO FORM  
Date 8-8-11 lane county  
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OFFICE OF LEGAL COUNSEL