



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 4/7/2020

To: County of Sonoma Board of Supervisors

Department or Agency Name(s): Department of Health Services and Human Services Department

Staff Name and Phone Number: Barbie Robinson, 565-7876; Karen Fies, 565-6990

Vote Requirement: Majority

Supervisory District(s): Countywide

Title:

Interdepartmental Multi-Disciplinary Team and Whole Person Care Staffing Allocations

Recommended Action:

Adopt a personnel resolution amending the Department of Health Services allocation list to add 1.00 full-time equivalent Senior Client Support Specialist position and delete 2.00 full-time equivalent positions as detailed in the attached resolution within the Department of Health Services, effective April 7, 2020.

Adopt a personnel resolution amending the Human Services Department allocation list to add 1.00 full-time equivalent, time-limited Social Service Worker II position within the Human Services Department, effective April 7, 2020.

Executive Summary:

On December 23, 2019 the Board approved the addition of 7.0 full-time equivalent positions within the Department of Health Services to implement a new Interdepartmental Multi-Disciplinary Team cohort to address homelessness. During the process of implementing the new cohort, it was determined that adjustments to the position allocations are necessary. This item requests approval to effectively exchange an existing Client Support Specialist allocation for a new Senior Client Support Specialist allocation within the Department of Health Services. This item also requests the addition of a time-limited Social Service Worker II allocation to the Human Services Department to support the Whole Person Care program.

Discussion:

Client Support Specialist/Senior Client Support Specialist

On December 23, 2019 the Board approved the addition of a Client Support Specialist allocation within the Department of Health Services to support implementation of a new Interdepartmental Multi-Disciplinary Team cohort to address homelessness. During the process of implementing the new cohort, it was determined that a Senior Client Support Specialist would be a more appropriate position to perform the work. The Senior Client Support Specialist will do the following: 1) gather information for evaluation, treatment plan development, and emergency interventions; 2) provide outreach, assessment, and a variety of case management and rehabilitation support services to adult clients; and 3) collaborate with other community based partners and agencies to ensure the most supportive environment for each client. The Senior Client Support Specialist is part of the Interdepartmental Multi-Disciplinary Team cohort approved by the Board on December 23, 2019. It is worth noting that the Board approved a second Interdepartmental Multi-Disciplinary

Team cohort on March 10, 2020 to further meet the needs associated with addressing homelessness.

Social Service Worker II

The Health Services and Human Services departments have been working together to assist Whole Person Care clients in obtaining Supplemental Security Income benefits. Currently, Human Services has one full-time Social Service Worker II assisting Whole Person Care clients at the Human Services Economic Assistance office. Health Services has informed Human Services that they have Whole Person Care funding which will allow Human Services to hire one additional time-limited Social Service Worker II through December 31, 2020. The second Social Service Worker II will provide additional support to assist more Whole Person Care clients in obtaining Supplemental Security Income benefits.

Senior Eligibility Specialist

On December 23, 2019 the Board approved the addition of a Senior Eligibility Specialist within the Department of Health Services to support implementation of a new Interdepartmental Multi-Disciplinary Team cohort to address homelessness. It was subsequently determined that the Senior Eligibility Specialist allocation would be more appropriately placed in the Human Services Department. On March 10, 2020 the Board approved the addition of a Senior Eligibility Specialist within the Human Services Department and this item deletes the allocation from the Department of Health Services. The Senior Eligibility Specialist job duties are as follows: 1) assist in determining client eligibility for Medi-Cal, private health insurance, and additional public assistance and human service programs (e.g., CalFresh, County Medical Services Program, General Assistance); 2) act as lead in performing specialized duties/assignments requiring considerable inter-program knowledge of eligibility regulations, policies, and procedures; and 3) relieve Eligibility Specialist Supervisors as needed.

Strategic Plan Alignment: Additional staffing allocations allow the Departments to more effectively address homelessness in Sonoma County and to ensure a safe, healthy, and caring community for the residents of Sonoma County by facilitating the safe, effective, and efficient delivery of services.

Prior Board Actions:

On March 10, 2020 the Board adopted a resolution amending the Allocation List for the departments of Health Services and Human Services, and the Community Development Commission adding 10.00 full-time limited term equivalent positions effective March 10, 2020.

On December 23, 2019 the Board adopted a resolution amending the allocation list for the Department of Health Services, adding 7.00 full-time equivalent positions, effective December 23, 2019.

FISCAL SUMMARY

Expenditures	FY 19-20 Adopted	FY 20-21 Projected	FY 21-22 Projected
Budgeted Expenses	41,278	92,109	21,246
Additional Appropriation Requested			
Total Expenditures	41,278	92,109	21,246
Funding Sources			
General Fund/WA GF			

State/Federal	41,278	92,109	21,246
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources	41,278	92,109	21,246

Narrative Explanation of Fiscal Impacts:

The increased cost for the Senior Client Support Specialist vs. the Client Support Specialist is \$5,438 in FY 2019-2020, for which Health Services has sufficient appropriations. The increased cost for FY 2020-2021 is approximately \$20,429 and for FY 2021-2022 is approximately \$21,246. The funding source for the Senior Client Support Specialist position is Homeless Housing Assistance and Prevention funding.

Health Services will provide Whole Person Care funding to Human Services of up to \$107,520 (\$35,840 for FY 2019-2020 (3 months) and \$71,680 for FY 2020-2021 (6 months)) to cover the Social Service Worker II position through December 31, 2020. □

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)
Senior Client Support Specialist (DHS)	4,768-5,796	1.00	-
Client Support Specialist (DHS)	3,659-4,447	-	1.00
Social Service Worker II (HSD)	4,729-5,748	1.00	-
Senior Eligibility Specialist (DHS)	4,773-5,800	-	1.00

Narrative Explanation of Staffing Impacts (If Required):

Requested staffing is intended to address staff deficiencies identified above.

Attachments:

Personnel resolution (DHS), personnel resolution (HSD)

Related Items "On File" with the Clerk of the Board:

None