RESOLUTION - ACTION REQUESTED 2013-563

MEETING: December 17, 2013

TO: The Board of Supervisors

FROM: Charles Mosher, Health Officer

RE: Reduce Allocation Of PPT Public Health Nurse position & Budget Action

RECOMMENDATION AND JUSTIFICATION:
Reduce the allocation of a 0.70 Permanent Part Time Public Health Nurse Position to a 0.60 Permanent Part Time Public Health Nurse Position, and Approve Budget Action Transferring Funding Within the Health Department Budget to Allow for Additional Public Health Nurse Extra-Help Hours ($2,646).

With the recent retirement of the Health Department’s Registered Nurse, the staffing structure in the Health Department’s nursing section is being re-assessed. The goal is to upgrade the staffing of Public Health Nurses in a combination of the 0.60 Permanent Part Time position and additional Public Health Nurse hours in Extra-Help, at no increase in cost.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
Any change in the allocation of positions requires Board approval as does budget actions transferring funding between categories.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
Do not approve the change in allocation or the budget action. Staffing may not be utilized at the optimum efficiency.

FINANCIAL IMPACT:
Funding is being transferred from the Public Health Nurse line item to the Extra-Help line item to provide additional Public Health Nurse Extra-Help hours.

ATTACHMENTS:
Budget Action 12-4 Extra-Help (DOC)

CAO RECOMMENDATION
Requested Action Recommended
RESULT:   ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:    John Carrier, District V Supervisor
SECONDER: Kevin Cann, District IV Supervisor
AYES:     Lee Stetson, Janet Bibby, Kevin Cann, John Carrier
EXCUSED:  Merlin Jones
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TOTAL $2,646 $2,646

**ACTIONS 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:** Reclassification of 0.70 FTE Public Health Nurse to 0.60 FTE Public Health Nurse. Increase Clinic Extra-Help Budget with salary savings to allow for additional Public Health Nurse PPT position with no increase in cost.