



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Health System



Date: May 1, 2013
Board Meeting Date: June 4, 2013
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Jean S. Fraser, Chief, Health System
Brian Zamora, Director, Family Health Services

Subject: Recommended Revision to the Master Salary Ordinance

RECOMMENDATION:

Introduction of an ordinance amending the Master Salary Ordinance to add four unclassified positions and waiver of reading the ordinance in its entirety.

BACKGROUND:

Family Health Services (FHS) improves the health of low-income children and helps to eliminate health disparities and improve life-course outcomes by intervening early in their lives. FHS serves upwards of 25,000 clients per year by providing pregnant women and new moms with nutrition vouchers, conducting nursing visits in the home, providing therapy for children with long-term disabilities, supporting timely medical visits for children, and preventing chronic disease. FHS is supported by various state, federal, and private grants such as Network for a Healthy California, Cal-Learn, Women Infant and Children (WIC), and First 5.

DISCUSSION:

FHS has received increases to existing grants and new awards from several grantors necessitating position additions that need to occur in July of FY 2013-14. All position additions are fully funded by state or federal revenues. Due to the limited or unspecified length of the various grants, all positions to be added are unclassified. Due to the increased requirements of the grants tied to the funding such as mandatory subcontractor and vendor monitoring, the positions need to be added early in the fiscal year to ensure grant compliance and to avoid audit disallowances. The specific actions and funding are discussed in detail below.

The salary ordinance changes herein represent the addition of four unclassified positions.

The ordinance has been reviewed and approved by the County Counsel. These changes contribute to the Shared Vision 2025 outcome of a Healthy Community by ensuring that departments have staff with the skills necessary to perform the work and allow departments to provide exceptional service to the community.

ORGANIZATION 62400 FAMILY HEALTH SERVICES

Action A: Add: One position of B181S, Community Program Specialist Series-Unclassified
Biweekly Salary: \$2,144.00 - \$2,680.00
Approximate Monthly Salary: \$4,645.33 - \$5,806.67

Explanation: This is the addition of one Unclassified Community Program Specialist II. Additional Network for a Healthy California revenue has been awarded for FY 2013-14. Subcontractors providing nutrition education in low income communities, assisting in implementation of school wellness policies and other specific obesity prevention goals and activities within the grant Scope of Work will be added to the program. This position is required by the State to monitor and offer technical assistance to the new subcontractors. This action represents no change in the salary and benefits cost. There is a change in the total number of authorized positions by one.

Action B: Add: One position of B181S, Community Program Specialist-Unclassified
Biweekly Salary: \$2,144.00 - \$2,680.00
Approximate Monthly Salary: \$4,645.33 - \$5,806.67

Explanation: This is the addition of one Unclassified Community Program Specialist II. The Cal-Learn program helps pregnant and parenting teens to attend and graduate from high school or its equivalent through intensive case management to assist teen parents to obtain education, health and social services. Funding for the program was eliminated in previous years but has been restored, requiring an additional position to provide these case management services. This action represents no change in the salary and benefits cost. There is a change in the total number of authorized positions by one.

Action C: Add: One position of B173 Dietetic Technician-Unclassified
Biweekly Salary: \$1,689.60 - \$2,112.00
Approximate Monthly Salary: \$3,660.80 - \$4,576.00

Explanation: This is the addition of one Unclassified Dietetic Technician. The State has allocated additional WIC funding to the County to add staff to address the new requirement to monitor WIC Authorized Vendors' food pricing in order to comply with USDA requirements. This action represents no change in the salary and benefits cost. There is a change in the total number of authorized positions by one.

Action D: Add: One position of B100, Public Health Nurse-Unclassified

Biweekly Salary: \$3,647.20 - \$4,312.00
Approximate Monthly Salary: \$7,902.27 - \$9,342.67

Explanation: This is the addition of one Unclassified Public Health Nurse. FHS has been awarded a new grant through First 5 to expand the Asthma program. The primary objective of the grant is to create a sustainable system within San Mateo County that serves children with asthma. While the program aims to benefit all children ages zero to five with asthma, it is anticipated that this program will disproportionately serve parents and children from low income families.

FISCAL IMPACT:

These actions represent an estimated annual cost of \$443,681, all of which is fully funded. Funding is as follows: \$155,021 from First 5; \$102,156 from Network for a Healthy California; \$102,156 from Cal-Learn funding through the Human Services Agency; and \$84,348 from WIC. These costs and revenues will be included in the FHS FY 2013-14 and 2014-15 Recommended Budgets. There will be no Net County Cost.