

**SANTA BARBARA COUNTY
BOARD AGENDA LETTER**



Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Agenda Number:
Prepared on: 11/4/03
Department Name: Public Health
Department No.: 041
Agenda Date: 11/25/03
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors
FROM: Roger E. Heroux, MPA
Public Health Director
STAFF CONTACT: Alan T. Kasehagen
681-5377
SUBJECT: Personnel Action in the Public Health Department

Recommendation(s):

That the Board of Supervisors:

Adopt a Personnel Resolution effective November 24, 2003, in budget unit 5210 to allow the following:
Add: One (1.0 FTE) Public Health Program Administrator (3940)(Range 5926)(\$4661/mo - \$5690/mo)

Alignment with Board Strategic Plan:

The recommendation(s) are primarily aligned with Goal No. 2. A Safe and Healthy Community in Which to Live, Work, and Visit, and Goal No. 5. A High Quality of Life for all Residents.

Executive Summary and Discussion:

This request is to convert a contract Project Director position in the Cancer Detection Program to a regular Public Health Program Administrator position effective November 24, 2003. This is in keeping with direction provided to departments to convert these types of contract positions to regular status. The Public Health Department (PHD) was on track to make this conversion earlier this year but due to the uncertainties of the budget PHD did not convert the position at that time. The position is now vacant and PHD will be recruiting to fill it. The Human Resources Department has previously reviewed this position and recommended a Public Health Program Administrator for this function.

In 2001, your Board authorized Agreement No. 01-16411 with the State of California Department of Health Services for the implementation of the Cancer Detection Program (CDP), period of March 1, 2001 – June 30, 2005 for the amount of \$1,296,020. The Agreement provides for the Santa Barbara County Public Health

Department to be the administrative agency in the implementation of CDP in San Luis Obispo, Santa Barbara, and Ventura Counties (Tri-Counties Regional Partnership). This program offers eligible low-income, uninsured women free breast and cervical cancer screening and diagnostic services. The Tri-Counties Regional Partnership screens approximately 7,000 women year.

The project focuses on the following key areas: 1) outreach and education through the awarding of community mini-grants; 2) screening of new women to the program and rescreening of women already seen through CDP; 3) provider technical assistance; 4) provider continuing education; 5) referral of women to support services; and 6) quality assurance.

Mandates and Service Levels:

The Breast Cancer Act of 1993 (Chapters 600 and 661, Statutes of 1993) allocated an additional two-cent cigarette tax, totaling approximately \$34 million annually, to establish a Breast Cancer Fund. Half of the money raised by the tax supports breast cancer research and the other half of the revenue is administered by the California Department of Health Services for CDP throughout the state. This new law became effective January 1, 1994 allowing health care providers to invoice the State/CDP for screening procedures performed for eligible women.

Fiscal and Facilities Impacts:

This action will not increase the General Fund contribution or use of Special Revenue funds for the Public Health Department. There will also be no projected impact to the department's indirect costs or use of A87 Plan overhead.

The estimated annual cost of this position is \$90,000. The cost for the conversion of the contract Project Director position to the ordinance Public Health Program Administrator position is projected to be approximately \$7,650 for increased benefits. The funding for the position and cost will continue to be funded by the State of California, Cancer Detection Program.

The FY 03-04 allotment for the Public Health Program Administrator salary and benefits is included in the Health Promotion cost center of the Community Health Division shown on page D-188 of the adopted County operating plan for FY 2003-04.

There is no projected impact on facilities.

Special Instructions:

Please send a signed copy of the Personnel Resolution to Alan T. Kasehagen at PHD Personnel/Payroll and Susan Kean in the Human Resources Department.

Concurrence:

Human Resources Department

**RESOLUTION OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA**

IN THE MATTER OF AMENDING RESOLUTION)
NO. 03-210, AS AMENDED, BEING THE SALARY)
RESOLUTION OF THE COUNTY OF SANTA BARBARA)

RESOLUTION NO. _____

WHEREAS, Salary Resolution No. 03-210 established a Classification Plan, and authorized Departmental Position Allocation effective July 7, 2003; and,

WHEREAS, this Board of Supervisors finds that there is good cause for amending said Resolution No. 03-210, as amended, in the manner provided in this Resolution;

NOW, THEREFORE, IT IS HEREBY RESOLVED, as follows:

1. Resolution No. 03-210, adopted by this Board on July 8, 2003, is hereby amended by amending that (those) portion(s) of Section(s) 4 to read as follows effective November 24, 2003:

SECTION 4. Departmental Position Allocation

DEPARTMENT/BUDGET UNIT

<u>ACTION/AFFECTED POSITION #</u>	<u>CLASS</u>	<u>P/T</u>	<u>NO. OF POSITIONS</u>	<u>TITLE</u>
<u>PUBLIC HEALTH (#5210)</u>				
Add 1 new	003940		006	PUB HLTH PROGRAM ADMN

2. Except as amended by this Resolution, Resolution No. 03-210 as amended, continues unchanged as in full force and effect.

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Barbara, State of California, this _____ day of _____, 2003, by the following vote:

AYES:

NOES:

ABSENT:

Chair, Board of Supervisors

ATTEST:
MICHAEL F. BROWN
CLERK OF THE BOARD

APPROVED AS TO FORM:
STEPHEN SHANE STARK
COUNTY COUNSEL
NOVEMBER 1993
11/25/03

By: _____ (SEAL)
Deputy Clerk