

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: 06/30/05
Department Name: Alcohol, Drug & Mental Health
Department No.: 043
Agenda Date: 07/19/05
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors

FROM: James L. Broderick, Ph.D., Director
Alcohol, Drug & Mental Health Services

STAFF CONTACT: Carrie Topliffe, ADMHS Assistant Director - Administration
805.681.5231

SUBJECT: Temporarily Increase Special Duty Allowance for the ADMHS Program Manager for Santa Maria Adult and Lompoc Adult Outpatient Clinics

Recommendation(s):

That the Board of Supervisors:

1. Adopt the attached Personnel Resolution effective July 18, 2005 to authorize a Special Duty allowance of 5% for the employee in the single-position in the classification of ADMHS Program Manager.

Alignment with Board Strategic Plan:

The recommendation is aligned with Goals No. 2 and 3: A Safe and Healthy Community in Which to Live, Work and Visit, and providing A Strong, Professionally Managed County Organization.

Executive Summary and Discussion:

This Board action will provide a temporary Special Duty Allowance to the ADMHS Lompoc Adult Outpatient Clinic Program Manager to expand management responsibilities to the Santa Maria Adult Outpatient Clinic. This allowance will recognize the increase in scope of the employee's assigned management responsibilities in covering two large clinics in the North County. This action is being taken to provide stability within the Santa Maria Adult Outpatient Clinic by placing a seasoned manager there, and preventing a decline in morale caused by recurring management turnover.

The Alcohol Drug and Mental Health Department anticipates that these temporary allowances will be necessary through June 30, 2007. We will return to the Board on or before July 1, 2007 to delete the allowance after hiring a permanent Santa Maria Adult Outpatient Clinic manager.

Outcomes

The Special Duty Allowance for the ADMHS Program Manager in the North County will help ADMHS meet **Recurring Performance Measure 0215**, to provide effective mental health services to 4,200 seriously mentally ill people and Recurring Performance Measures 0172 and 0173 to ensure adequate funding for ADMHS by increasing the average number of dollars per month billed to Mental Health Medi-Cal to \$150,700 at the Lompoc Adult Outpatient Clinic and \$255,586 at the Santa Maria Adult Outpatient Clinic.

Mandates and Service Levels:

The Lompoc and Santa Maria Adult Outpatient Clinic's are providing services to 447 and 942 individuals respectively with severe and persistent mental illness, many with substance abuse disorders. Both clinics are expanding in terms of individuals served due to population increase in North County, collaboration in Therapeutic Justice System programs and outreach to the homeless population.

Fiscal and Facilities Impacts:

The ADMHS Program Manager salary currently is \$3,192.08 per pay period. An increase in Special Duty Allowance by 5% increases this amount to \$3,351.68 which is a difference of \$159.60 per pay period. This temporary assignment will last for 52 pay periods and will terminate on June 30, 2007. The increase of approximately \$8,300 will be offset by the savings of \$100,227 from having a vacancy in the Santa Maria Adult Outpatient Clinic manager position and is incorporated into the department's FY05-06 budget.

Special Instructions:

Clerk of the Board, please provide one copy of the signed approved Resolution to:

Alcohol, Drug & Mental Health Services
ATTN: Lyndi Swanson, Human Resources Manager
300 N. San Antonio Road
Santa Barbara, CA 93110

Human Resources Department
ATTN: Susan Kean
Human Resources Specialist
1226 Anacapa Street
Santa Barbara, CA 93101

Concurrence:

County Administrator and County Human Resources.