



Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: May 9, 2023

Title of Item: Personnel Committee Recommendation

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Bobbie Danielson, HR Director		Department: HR Dept.
Presenter (Name and Title): Bobbie Danielson, HR Director		Estimated Time Needed: 3-5 Minutes
Summary of Issue: The Personnel Committee unanimously recommends the following: 1. Convert one Case Aide (Grade 4) to a Financial Worker (Grade 5) position in HHS. Est cost \$5k. Notes from meeting with HHS leadership on 4/19/23 Re: Financial Services Staffing Discussion: Major changes coming very quickly to the Health Care work beginning June of 2023. a) Must start phone renewal interviews for all HC cases if a person does not turn in their renewal. b) Phone interviews will be an ongoing policy after the return to renewal (this is new and was not required prior to Covid) c) Phone interviews are anticipated to take an average of one hour per case without processing time. (per DHS) d) Phone interviews must be done by a Financial Worker due to the policy questions that may be asked during the renewal process. e) From June 2023 (for July renewals) through May 2024 all Financial Workers will be required to follow two different sets of rules for processing anything related to Health Care (they're phasing out the old Covid rules and going back to the pre-Covid process, per Jessi Goble). * METS system functionality requires a large quantity of workarounds and we anticipate most cases will require a close and re-entry of information due to the inability to process changes for the last 3 years. This would be comparable to processing a new application for each renewal.		
Alternatives, Options, Effects on Others/Comments: Comments: Sarah Pratt, HHS Director, notes: When vacancies arise, she will continue to evaluate the needs of the agency, if a position is needed, if it's needed elsewhere, or if it's no longer needed at all.		
Recommended Action/Motion: Motion to Convert one full-time Case Aide (Grade 4) to a Financial Worker (Grade 5) position in HHS.		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Est \$5k increase (wages, Pera/Fica/Soc Sec), w/same benefits. Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i> This added cost will be covered in the HHS 2023 budget.		