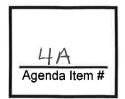


Board of County Commissioners Agenda Request



Requested Meeting Date: May 9, 2023

Title of Item: Personnel Committee Recommendation **Action Requested: Direction Requested REGULAR AGENDA** Approve/Deny Motion Discussion Item **CONSENT AGENDA** Hold Public Hearing* Adopt Resolution (attach draft) INFORMATION ONLY *provide copy of hearing notice that was published Submitted by: **Department:** Bobbie Danielson, HR Director HR Dept. Presenter (Name and Title): Estimated Time Needed: Bobbie Danielson, HR Director 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? What is the total cost, with tax and shipping? \$ Est \$5k increase (wages, Pera/Fica/Soc Sec), w/same benefits. Is this budgeted? Please Explain: This added cost will be covered in the HHS 2023 budget.