

Requested Changes to Approved 2019-20 Budget

2019-20 Budget

<u>Department</u>	<u>Account</u>	<u>Approved Budget</u>	<u>New Amount</u>	<u>+/-</u>	<u>Notes</u>
Sheriff - Jail	010-041-301.01	200,000	214,814	14,814	Revised beginning balance due to YTD
Sheriff - Jail	010-041-404.10	99,026	0	-99,026	Transfer position authority from Control Room Technicians to Corrections Officers
Sheriff - Jail	010-041-404.09	1,456,305	1,570,145	113,840	Transfer position authority from Control Room Technicians to Corrections Officers
Sheriff - Patrol	010-043-301.01	423,400	487,176	63,776	Revised beginning balance due to YTD
Sheriff - Patrol	010-041-404.XX	0	63,776	63,776	New Records Clerk Supervisor that was approved during FY2018-19
HHS	Multiple	49,520,217	50,373,507	853,290	See attached handout with details of each change
Capital Improvements	040-027-301.01	251,044	668,494	417,450	Revised due to carryover of capital projects that were not completed during FY2018-19
Capital Improvements	040-027-820.01	735,875	1,153,325	417,450	Building remodel projects that were carried over from FY2018-19

Accepted by Yamhill County
 Board of Commissioners on
6/20/19 by Board Order
 # 19-202

Keri Hinton

From: Silas Halloran-Steiner
Sent: Friday, June 14, 2019 10:42 AM
To: Mary Starrett; Rick Olson; Casey Kulla; Ken Huffer
Cc: Justin Hogue; Christina Malae; Mike Barnhart; Lindsey Manfrin; Carolina Rook; Keri Hinton
Subject: Board Consideration: HHS Fiscal Year 2019-2020 Budget Adoption Request
Attachments: 190 PROP to ADOPT Changes.pdf

Hi Commissioners and Ken:

The attached file is a compilation FY 2019-2020 Health and Human Services (HHS) budget change requests for Board consideration. We reviewed our changes between the APPROVED and ADOPT budgets and detailed those that were more than a \$10,000 variance. As in the past, due to our requirements under Uniform Guidance rules, this does not capture the small line item changes.

Here are the major changes:

1. Refined revenue (335.36) and expense (611.02) line for Marijuana Tax – decreased \$150,000 and now totaling \$150,000 annually based on a straight line forecasting model.
2. Added \$454,467 in anticipated revenue from Opioid State Targeted Response Grant (174-334.11) that increases of Medication Assisted Treatment (MAT) services.
3. Due to the increase in state grant revenue for MAT in Adult Behavioral Health (Div (174):
 - a. 0.5 FTE Certified Medical Assistant (406.05)
 - b. 0.5 FTE Registered Nurse III (406.08)
 - c. 1.0 FTE HS Specialist I (406.22)
 - d. Additional Peer Support contract (016-174-611.30/613.04)
4. Additional Spec II to Spec III reclassifications based on staff eligibility since initial budget creation began in January 2019.
5. Revised beginning and ending balances include variable revenue forecasts. As a reminder, our accounts receivable are not finalized until early fall for services provided through June 30.

These recommendations are a result of new state grant and federal funding streams that have been awarded to us since the FY 2019-2020 Budget Committee meetings began in January 2019. It does not include accurate information about the decisions of the Ways and Means Committee of the State Legislature that will impact the FY 2019-2020 Adopted HHS budget. If approved, the FY 2019-2020 Adopt budget should have sufficient expense authority to make mid-year adjustments should we encounter changes along the way.

I recommend the Board approve the FY 2019-2020 Adopt HHS budget as recommended. Please let me know if you have any questions.

Thanks,

Silas Halloran-Steiner
Director, Yamhill County Health and Human Services Department
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627 NE Evans

McMinnville, OR 97128

Our Vision: People in Yamhill County live, work, learn, and play in safe communities that support wellness and dignity.

Our Mission: To promote the public's physical, emotional and social well-being through services, prevention, education, and partnerships.



Like Yamhill County Public Health to stay informed.

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*Where the line Δ is < or > \$10K				Current Budgeted Amount		Amount of Requested Change (+/-)		Revised 190 Budget		NOTES
#	Type	Account	Description	Amount	FTE	Amount of Requested Change (+/-)	FTE Change	Revised \$	Revised FTE	
1	REV	016-070-331.72	CFAA FEDERAL GRANT	698,762		15,541	-	714,303	-	\$7,300 increase in CRI money; \$8K increase in PE46
2	REV	016-070-335.36	MARIJUANA TAX	300,000		(150,000)	-	150,000	-	Refinement of Marijuana Tax Revenue Forecast (see corresponding decrease in 070-611.02 expense line)
3	REV	016-070-346.12	PUBLIC INSURANCE (OHP)	1,011,003		41,261	-	1,052,264	-	Addition of \$60K funds from YCCO for Needle Exchange Program; refinement of clinic variable revenue forecasting -19K
4	REV	016-071-334.09	VETERANS	203,827		(73,692)	-	130,135	-	Moved \$73K Peer Support Grant from ODVA line to OHA (State Grant 334.11 line) - more accurate coding
5	REV	016-071-334.11	STATE HEALTH GRANT	2,392,338		127,006	-	2,519,344	-	\$73K Peer Support Grant from ODVA line to OHA (State Grant 334.11 line); and refined DD case management forecasting
6	REV	016-075-334.11	STATE HEALTH GRANT	371,405		43,100	-	414,505	-	PCIT grant award revision
7	REV	016-075-346.12	PUBLIC INSURANCE (OHP)	4,075,714		39,000	-	4,116,714	-	OHP allocation revision
8	REV	016-075-346.13	LOCAL CONTRACTS	286,906		34,114	-	321,020	-	Youth Outreach Contract Revenue
9	REV	016-079-334.11	STATE HEALTH GRANT	1,399,473		45,172	-	1,444,645	-	Contains new state programs and indigent acute care revenue (refinement to MHS 24 forecast - expect \$174K)
10	REV	016-079-346.12	PUBLIC INSURANCE (OHP)	7,405,412		21,606	-	7,429,018	-	OHP allocation revision
11	REV	016-090-380.91	INT TRANSFR FR GENERAL	1,915,186		38,161	-	1,953,347	-	Additional \$38K of CGF for Needle Exchange Program
12	REV	016-174-331.72	CFAA FEDERAL GRANT	215,162		454,467	-	671,899	-	STR and SOR Grants added
13	REV	016-174-334.11	STATE HEALTH GRANT	1,310,965		67,554	-	1,378,519	-	SUD62 Dependent Res Service Element Increase (21K) + PIPBHC (190K) + Move-142K for STR grant to 331.72 line
14	REV	016-090-380.64	TRANSFER GENERAL FUND	-		150,000	-	150,000	-	One-time Lutheran Community Services award from County GF (see 016-079-611.02)
TOTAL REVENUE CHANGE						853,290				
15	EXP	016-070-512.03	LAB MATERIALS	7,400		35,504	-	42,904	-	Increased expenses associated with Needle Exchange Program
16	EXP	016-070-611.02	CONTRACT SERVICES	165,608		(159,986)	-	5,622	-	See refinement of revenue forecast for 070-335.36
17	EXP	016-070-611.30	GRANT EXPENSES	189,239		44,815	-	234,054	-	Increased expenses associated with Peer Support contract for Needle Exchange Program
18	EXP	016-071-652.01	BUILDING RENT	24,915		38,074	-	62,989	-	Corrected allocation for Kirby rent to DD (Div 071)- not representative of increase in expense
19	EXP	016-073-402.03	SENIOR OFFICE SPEC	27,748	0.77	10,235	0.30	37,983	1.07	Change in allocation of SOS across all adult programs (including CSS div 073) - not representative of increase in staff
20	EXP	016-073-406.07	REGIS NURSE 2	70,505	1.00	(13,716)	-	56,789	1.00	Mulin changes for staff - not representative of new FTE.
21	EXP	016-073-406.20	HS ASSOCIATE	629,611	14.45	(35,939)	(0.55)	593,672	13.90	Reduction of .55 HS Associate - tied to increase in .50 Sr. Accounting Clerk (174) - for additional accounting support related to HAYC contract
22	EXP	016-073-406.23	HS SPECIALIST 2	286,039	5.00	(62,168)	(1.00)	223,871	4.00	Reclassification of Spec II to Spec III (OT specialized position in CSS - Div 073)
23	EXP	016-073-406.24	HS SPECIALIST 3	124,824	2.00	64,730	1.00	189,554	3.00	Reclassification of Spec II to Spec III (OT specialized position in CSS - Div 073)
24	EXP	016-073-493.10	MEDICAL INSURANCE	828,087		(19,560)	-	808,527	-	Savings resulting from .55 reduction in HS Associate
25	EXP	016-073-493.15	VEBA	56,333		(14,698)	-	41,635	-	Savings resulting from .55 reduction in HS Associate
26	EXP	016-073-610.25	PROFESSIONAL CONTRACT	24,000		(18,326)	-	5,674	-	Change in Medical Director cost and allocation
27	EXP	016-073-611.30	GRANT EXPENSES	650,684		(58,927)	-	591,757	-	Reduction in Rental Assistance Direct Costs - refinement of utilization
28	EXP	016-075-406.23	HS SPECIALIST 2	674,945	11.64	(30,374)	(0.50)	644,571	11.14	Reclassification of .50 Spec II to Spec III
29	EXP	016-075-406.24	HS SPECIALIST 3	973,445	15.07	60,873	1.00	1,034,318	16.07	Addition of .50 FTE Spec III tied to Youth Outreach Contract Revenue (362.04) + Reclassification of .50 Spec II to Spec III
30	EXP	016-075-610.25	PROFESSIONAL CONTRACT	24,554		(21,005)	-	3,549	-	Change in Medical Director cost and allocation
31	EXP	016-075-780.01	BUILDING RESERVE	188,798		(14,731)	-	174,067	-	Change in allocation - not a reduction in overall dept. expense.



32	EXP	016-079-401.48	DATA ANALYST	62,360	1.21	21,806	0.45	84,166	1.66	Increase in allocation of data analyst to YCCO Administration - not addition of FTE
33	EXP	016-079-611.02	CONTRACT SERVICES	50,626		150,112	-	200,738	-	\$150K one time payment to Lutheran Community Services - supported by increased revenue (380.64)
34	EXP	016-079-611.30	GRANT EXPENSES	176,208		45,172		221,380		Revised expense authority for Indigent Acute Care Costs - matches corresponding revenue (016-079-334.11)
35	EXP	016-079-613.04	OHP SUBCONTRACTED SERV	2,256,364		(21,907)	-	2,234,457	-	Refined OHP contract expense forecasting
36	EXP	016-079-652.01	BUILDING RENT	37,435		(14,673)	-	22,762	-	Corrected allocation for Kirby rent (out of Admin to DD) - not representative of increase in expense
37	EXP	016-079-820.01	MISC BUILDING REMODELI	-		40,000	-	40,000	-	Potential Davis (Mercer) building remodel costs
38	EXP	016-093-990.01	ENDING BALANCE	719		563,527	-	564,246	-	Change to projected ending balance
39	EXP	016-174-402.03	SENIOR OFFICE SPEC	84,989	2.41	(14,148)	(0.41)	70,841	2.00	Change in allocation of SOS across all adult programs (including CSS div 073) - not representative of increase in staff
40	EXP	016-174-402.14	SENIOR ACCT CLERK	74,266	1.87	23,511	0.65	97,777	2.52	Increase in .50 Sr. Accounting Clerk - for additional accounting support related to HAYC contract - tied to reduction of .55 HS Associate (Div 073)
41	EXP	016-174-406.05	NURSING ASSIST	64,207	1.50	20,605	0.50	84,812	2.00	Increase of .50 Certified Medical Assistant tied to STR Grant (174-334.11)
42	EXP	016-174-406.07	REGIS NURSE 2	125,352	2.10	13,716	-	139,068	2.10	Mulin changes for staff - not representative of new FTE.
43	EXP	016-174-406.08	REGIS NURSE 3	888,244	4.81	93,340	0.50	981,584	5.31	Increase of .50 Psychiatric Nurse Practitioner tied to STR Grant (174-334.11)
44	EXP	016-174-406.22	HS SPECIALIST 1	1,179,739	22.20	48,250	1.00	1,227,989	23.20	1.0 FTE HS Spec I - .5 for Newberg Office and .5 for West Valley
45	EXP	016-174-406.23	HS SPECIALIST 2	1,594,950	28.37	(392,008)	(6.66)	1,202,942	21.71	Reclass of Spec II to Spec III - additional qualified staff since Jan 2019
46	EXP	016-174-406.24	HS SPECIALIST 3	1,024,077	16.15	382,944	6.66	1,407,021	22.80	Reclass of Spec II to Spec III - additional qualified staff since Jan 2019
47	EXP	016-174-492.00	RETIREMENT	1,016,966		30,899	-	1,047,865	-	Increased expense associated with CMA (406.05), RN III (406.08) and Spec I (406.22)
48	EXP	016-174-611.30	GRANT EXPENSES	452,031		(12,656)	-	439,375	-	Refined forecasting of expenses for provider contracts
49	EXP	016-174-613.04	OHP SUBCONTRACTED SERV	924,580		61,128	-	985,708	-	Additional Peer Support Contract tied to MAT Grant (174-334.11)
50	EXP	016-174-683.02	DP EQUIP MAINT	20,568		8,869	-	33,889	-	See DP Equip Maintenance forecast (changed from 54K across Dept to 86K) - now includes EMR development costs previously paid out of 040-117-800.07 and Tableau licensing
TOTAL EXPENSE CHANGE						853,290	2.28			



Yamhill County Sheriff's Office

Sheriff Tim Svenson

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"Excellence In Service"

MEMORANDUM

Date: June 10, 2019
To: Mike Barnhart, Finance Manager
Ken Huffer, County Administrator
From: Sheriff Tim Svenson *Tim Svenson*
Re: Jail (010-041) and Patrol (010-043) Budget Modifications Request

Per Board Order 19-163, which authorized the adding of position authority for the transfer of 2.0 FTE Control Room Tech positions (010-041-404.10) to Correction Officer positions (010-041-404.09) at the Sheriff's Office, the following modifications need to be made to the FY1920 Budget:

Account Code	V30 Approved Budget Amount	Modification	Revised Budget Amount
010-041-301.01	\$ 200,000.00	+ \$ 14,814.00	\$ 214,814.00
010-041-404.10	\$ 99,026.00	- \$ 99,026.00	\$ 0.00
010-041-404.09	\$ 1,456,305.00	+ \$113,840.00	\$ 1,570,145.00

Per Board Order 19-172, which authorized position authority for the transfer of 1.0 FTE Records Clerk (010-043-404.05) to Records Clerk Supervisor at the Sheriff's Office, modifications need to be made to the FY1920 Budget. In addition, while preparing this memo, it was discovered that the calculations done for the initial budget and Version 30 only captured 1.5 FTE Records Clerks, rather than the approved 2.5 FTE. With the approval of the new position, there will be no modification to the existing Records Clerk salary line (010-043-404.05) and only the new position needs to be revised budget information as stated below:

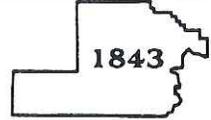
Account Code	V30 Approved Budget Amount	Modification	Revised Budget Amount
010-043-301.01	\$ 423,400.00	+ \$ 63,776.00	\$ 487,176.00
010-041-404.XX	N/A	+ \$ 63,776.00	\$ 63,776.00

All other incentives and benefits for the position, while not originally budgeted due to an oversight, will be covered by the budget allocation for the lines based on vacancies in other positions that also factor into those lines.

TS:emw

cc: Justin Hogue, Business Services Director

Yamhill County



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KENNETH HUFFER
COUNTY ADMINISTRATOR

JUSTIN HOGUE
BUSINESS SERVICES DIRECTOR

DATE: June 14, 2019
TO: Yamhill County Board of Commissioners and Ken Huffer, County Administrator
FROM: Justin Hogue, Business Services Director
SUBJECT: Budget Adjustment for Fund 040-027
ATTACHMENT(S):

I am requesting consideration for a budget adjustment in the amount of \$417,450 for Fund 040-027 to account for uncompleted capital projects. This budget adjustment will move the remaining balance in 040-027-820.01 for fiscal year 2018-2019, a total of \$417,450, and it move to 040-027-820.01 for fiscal year 2019-2020. This will enable the County to complete the remaining items on the Capital Improvement Project list during the coming fiscal year. This amount is approximately 5% of the total Fund and well within the legal limit established under Oregon Budget Law for budget adjustments.

Thank you for your consideration.

Justin Hogue
Business Services Director

B.O. 19-202