

# CLARK COUNTY STAFF REPORT

**DEPARTMENT:** Clark County Public Health (CCPH) CCPH SR2015-1560

**DATE:** August 25, 2015

**REQUESTED ACTION:**

Board of County Councilors' approval to transition a current vacant Program Coordinator I position (HEA0810) from a project position to an operating/regular position.

XXX Consent    \_\_\_ Hearing    \_\_\_ County Manager

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**BACKGROUND**

A project Program Coordinator position was created in 2015 to focus on the Community Health Improvement Plan (CHIP), which is one of the requirements to attain Public Health Accreditation. Public Health Accreditation demonstrates the quality of our department in our ability to meet the standards the Public Health Accreditation Board (PHAB) has set for all public health departments across the United States. In addition, Accreditation has been increasingly tied to funding opportunities in the form of grants.

While the CHIP is required for Public Health Accreditation, on a broader level it provides CCPH an opportunity to strategically partner with our community to meet identified needs. The CHIP takes critical quantitative and qualitative data about our community's health and brings community partners together to strategically address those needs. Through the CHIP, we can create synergy to truly make a positive difference in the community. In addition, the CHIP is not a one-time effort; it provides the framework for on-going partnerships that increase efficiency and impact. The CHIP also supports the broader, critical objective of developing strong community partnerships.

CCPH leadership has determined that operational needs require a Partnerships Program Coordinator position to coordinate and maintain the Community Health Improvement Plan (CHIP), and develop relationships with our community partners to leverage resources to address community health needs.

In project status, this position was to be funded with department fund balance with project duration of one year from the date of hire. We are still requesting to fund this position with department fund balance for the remainder of this biennium and will maintain diligence in preparing a balanced 2017-18 operating budget to include this position.

**COUNCIL POLICY IMPLICATIONS**

N/A

**ADMINISTRATIVE POLICY IMPLICATIONS**

N/A

**COMMUNITY OUTREACH**

None

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**BUDGET IMPLICATIONS**

YES	NO	
		Action falls within existing budget capacity.
		Action falls within existing budget capacity but requires a change of purpose within existing appropriation
XX		Additional budget capacity is necessary and will be requested at the next supplemental. If YES, please complete the budget impact statement. If YES, this action will be referred to the county council with a recommendation from the county manager.

**BUDGET DETAILS**

Local Fund Dollar Amount	
Grant Fund Dollar Amount	
Account	<b>Public Health</b>
Company Name	

**DISTRIBUTION:**

Board staff will post all staff reports to The Grid. <http://www.clark.wa.gov/thegrid/>

  
 Kathy Smith  
 Grants Accounting Specialist

  
 Jeff Harrison  
 Acting Public Health Director

APPROVED:   
 CLARK COUNTY, WASHINGTON  
 BOARD OF COUNTY COUNCILORS

DATE: 9/1/15  
 SR# SR 174-15

APPROVED: \_\_\_\_\_  
 Mark McCauley, Acting County Manager

DATE: \_\_\_\_\_

## BUDGET IMPACT ATTACHMENT

### Part I: Narrative Explanation

I. A – Explanation of what the request does that has fiscal impact and the assumptions for developing revenue and costing information

### Part II: Estimated Revenues

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
1025/Department Fund Balance		17,983				
<b>Total</b>		<b>17,983</b>				

II. A – Describe the type of revenue (grant, fees, etc.)

### Part III: Estimated Expenditures

III. A – Expenditures summed up

Fund #/Title	FTE's	Current Biennium		Next Biennium		Second Biennium	
		GF	Total	GF	Total	GF	Total
1025/Public Health			17,983				
<b>Total</b>			<b>17,983</b>				

III. B – Expenditure by object category

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
Salary/Benefits		17,983				
Contractual						
Supplies						
Travel						
Other controllables						
Capital Outlays						
Inter-fund Transfers						
Debt Service						
<b>Total</b>		<b>17,983</b>				





