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**AGENDA COVER MEMO**

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AGENDA DATE: July 6, 2005  
TO: Board of County Commissioners  
DEPARTMENT: Health & Human Services  
PRESENTED BY: Rob Rockstroh



AGENDA TITLE: ORDER \_\_\_\_\_ / IN THE MATTER OF ESTABLISHING ONE FULL TIME (1.0 FTE) CLINICAL SERVICES SUPERVISOR POSITION FOR MENTAL HEALTH SERVICES EFFECTIVE JULY 1, 2005 AND APPROPRIATING AN ADDITIONAL \$96,265 IN REVENUE AND EXPENDITURES FOR FY 2005-2006 IN FUND 286 DEPARTMENT OF HEALTH & HUMAN SERVICES

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**I. MOTION**

ORDER \_\_\_\_\_ / In the Matter of Establishing One Full-Time (1.0 FTE) Clinical Services Supervisor Position for Mental Health Services effective July 1, 2005 and Appropriating an Additional \$96,265 in Revenue and Expenditures for FY 2005-2006 in Fund 286 Department of Health & Human Services.

**II. ISSUE OR PROBLEM**

Lane County Mental Health is seeking to add one full-time (1.0 FTE) Clinical Services Supervisor position to provide supervision to thirteen (13) mental health specialists working with the adult outpatient clinic.

**III. DISCUSSION**

A. Background

The Oregon Legislature, during the Fifth Special Session of 2002 passed HB5100 setting targets for program area reductions. As a result of these reductions, Lane County Mental Health was required to downsize during the 2001-2003 biennium with a total of 13 county positions eliminated including nine mental health specialists, three (3) office assistants and one clinical services supervisor.

For the 2003-2005 biennium, the legislatively-approved budget reinstated these funds. Lane County Mental Health has gradually added back medical, clerical and clinical staff and now needs to add back the clinical services supervisor position.

B. Analysis

Currently, a retired supervisor is working as extra help at approximately .50 FTE to provide the majority of supervision for the adult outpatient clinic. This clearly does not meet the supervisory demands required at the clinic and a permanent supervisor at 1.0 FTE needs to be in place. The other clinical services supervisor has been providing supervision to the growing child and adolescent outpatient clinic, assisting with one of the adult treatment supervision groups, and until very recently was also supervising the business support staff. The child and adolescent clinical services supervisor currently works at .75 FTE and with the expansion of intensive treatment services for children anticipated to occur October 1, 2005, the clinical services supervisor for children and adolescents needs to devote her full attention to child services and supervision.

The Clinical Services Supervisor position was converted to an Administrative Services Supervisor position and a person was hired to provide supervision to all business support functions and budgetary support to the mental health manager. Lane County Mental Health now needs to add back the clinical services supervisor to bring the management structure back to historic levels and provide adequate supervision to the adult outpatient clinic. Funding for this position is available since the restoration and increase in state funding. It is anticipated that the current level of funding will be sustained through the next biennium. ✓

C. Alternative / Options

1. To establish one full-time (1.0 FTE) Clinical Services Supervisor position for mental health services effective July 1, 2005 and appropriate an additional \$96,265 in revenue and expenditures for FY 2005-2006 in Fund 286 Department of Health & Human Services. This will allow Lane County Mental Health to add back a Clinical Services Supervisor position that is critical to meet the supervisory demands for the adult outpatient clinic.
2. Not to establish one full-time (1.0 FTE) Clinical Services Supervisor position for mental health services effective July 1, 2005 and not appropriate an additional \$96,265 in revenue and expenditures for FY 2005-2006 in Fund 286 Department of Health & Human Services. If this position is not established and these funds not allocated, Lane County Mental Health will not be able to adequately meet the supervisory demands for the adult outpatient client.

D. Recommendation

To approve the motion stated above.

E. Timing

This position will be established as soon as possible after Board approval.

**IV. IMPLEMENTATION / FOLLOW-UP**

Upon Board approval, revenues and expenditures will be increased in Health & Human Services and Lane County Human Resources will create a position number and post this position.

**V. ATTACHMENT**

Board Order

Admin \ Marcia \ MH Board Orders – Mental Health Clinical Supervisor

**THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON**

**RESOLUTION AND ORDER:** ) IN THE MATTER OF ESTABLISHING ONE FULL-TIME (1.0 FTE)  
) CLINICAL SERVICES SUPERVISOR POSITION FOR MENTAL  
) HEALTH SERVICES EFFECTIVE JULY 1, 2005 AND  
) APPROPRIATING AN ADDITIONAL \$96,265 IN REVENUE AND  
) EXPENDITURES FOR FY 2005-2006 IN FUND 286 DEPARTMENT  
) OF HEALTH & HUMAN SERVICES

WHEREAS, funding reductions in the 2001-2003 biennium required Lane County Mental Health to eliminate 13 positions including nine mental health specialists, three office assistants and one clinical services supervisor, and

WHEREAS, funds have been restored during the 2003-2005 biennium and Lane County Mental Health has gradually added back medical, clerical, and clinical staff, and

WHEREAS, Lane County Mental Health now needs to add back a Clinical Services Supervisor position at 1.0 FTE to supervise thirteen (13) mental health specialists with the adult outpatient clinic, and

WHEREAS, funding for this restored position is available through the restoration of funds that has occurred in the 2003-2005 biennium, and

WHEREAS, it is anticipated that funding for the 2005-2007 biennium will remain stable.

NOW THEREFORE, IT IS HEREBY ORDERED that the Board of County Commissioners establish one full-time (1.0 FTE) Clinical Services Supervisor position for mental health services effective July 1, 2005 and appropriate an additional \$96,265 in revenue and expenditures for FY 2005-2006 in Fund 286 Department of Health & Human Services.

DATED this \_\_\_\_\_ day of July, 2005

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Anna Morrison, Chair  
Lane County Board of Commissioners

APPROVED AS TO FORM  
Date: 7/28/05 Lane County  
*Teresa J. [Signature]*  
OFFICE OF LEGAL COUNSEL

**Personnel Changes**

<b>Program</b>	<b>Title/Position Number</b>	<b>FTE Change</b>	<b>Job Code</b>	<b>Effective Date</b>	<b>Position Cost</b>	<b>Benefit Cost</b>
3427412	Clinical Services Supervisor	1.0 FTE	B014	07/01/05	\$60,486	\$35,779
<b>TOTAL</b>		1.0 FTE			\$60,486	\$35,779