

September 14, 2010

Board of Supervisors
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Department of Health and Human Services, Division of Public Health requests fiscal and staffing adjustments to County of Marin FY 2010-11 budget.

Dear Supervisors:

RECOMMENDATION:

1. Authorize your Board to approve the following personnel adjustments in cost center 1000021000 effective September 19, 2010 pay period:

Action	Cost Center	Description	FTE	Job Title	Step	Class	Pos#
Delete	1000103100	Medical Clinics	1.0	Health Clinics Administrator	4	1700	17000001
Delete	1000103100	Medical Clinics	.10	Supervising RN	4	0999	09990001
Add	1000103100	Medical Clinics	1.0	Nursing Services Manager	4	1469	TBD

SUMMARY In the last two budget years, there have been significant changes in the services provided at the HHS Clinics at the Health and Wellness Campus. Originally, the individual services were relocated to the Clinic without any significant integration having taken place, and a Health Clinics Administrator position was created to manage the clinic and work towards the integration of the services. Since the opening of the campus, we have been working to better integrate the various functions. At the same time, we are in the process of a significant restructuring of clinic operations, including the recent closure of gynecology services and the ongoing evaluation of obstetric services. The integration activities and restructuring efforts led to an evaluation of the need for the Health Clinics Administrator, and the determination that the functions would better be served by a nursing services manager, comparable to the level of nurse management provided at the Department's Detention Medical Services Unit.


The proposed action would be budget neutral, involving the deletion of the vacant Health Clinics Administrator position and a portion of a Supervising RN position. The resulting Nursing Services Manager position will be filled through a competitive recruitment.

COMMUNITY BENEFIT: The result of this personnel action will improve the structure within the Medical Clinics in line with recent restructuring and budget actions.

FISCAL/STAFFING IMPACT: The proposed action is cost neutral. There is no increase in net county cost as a result of this action.

REVIEWED BY:	<input checked="" type="checkbox"/>	Department of Finance	<input type="checkbox"/>	N/A
	<input type="checkbox"/>	County Counsel	<input checked="" type="checkbox"/>	N/A
	<input type="checkbox"/>	Human Resources	<input checked="" type="checkbox"/>	N/A

Respectfully submitted,



Larry Meredith, Ph.D.
Director

SAP FMBB Document Number: N/A