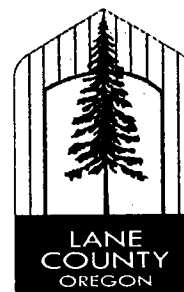


T.5.C.2.

AGENDA COVER MEMO

AGENDA DATE: October 21, 2009
TO: Board of County Commissioners
DEPARTMENT: Health & Human Services
PRESENTED BY: Rob Rockstroh



AGENDA TITLE: ORDER / _____ IN THE MATTER OF ADDING 1.0 FTE OA2 FOR THE ENVIRONMENTAL HEALTH PROGRAM OF THE PUBLIC HEALTH DIVISION FOR FY 10 IN FUND 286 OF HEALTH & HUMAN SERVICES

I. MOTION

In the Matter of Adding 1.0 FTE OA2 for the Environmental Health Program of the Public Health Division for FY 10 in Fund 286 of Health & Human Services.

II. AGENDA ITEM SUMMARY

The Board of Commissioners are being asked to approve the addition of one Office Assistant 2 (OA2) position in the Environmental Health Program to assist with the management of the on-line foodhandlers' website, which generates revenue-sharing with more than twenty counties, in addition to serving the residents of Lane. This position will be funded from on-line revenue.

III. BACKGROUND/IMPLICATIONS OF ACTION

A. Board Action and Other History

FTEs were most recently added (restored) to Public Health via the FY 10 budget adoption order, BO 09-6-24-2. The FY 10 budget adopted for Fund 286 contains sufficient appropriated revenues and expenses to provide for the costs associated with this additional FTE.

Health & Human Services (H&HS) is also requesting the delegation of authority to permit increased revenue-sharing (beyond \$100,000) via a Board Order to be heard on October 21, 2009 for four counties, based on the popularity of the on-line application (website).

B. Policy Issues

Opening up the Lane County on-line training/testing application for revenue-sharing use by other counties has met with support from the Department of

Human Services, as well as the partnering counties. The high-volume usage of the Lane County site (www.orfoodhandlers.com) has impacted the revenue earned by the Oregon Restaurant Association (ORA) website. The competition between these two sites and the Multnomah site for on-line revenues has encouraged both Lane County and the ORA to continue to improve their sites, in order to maintain market share.

C. Board Goals

N/A.

D. Financial and/or Resource Considerations

H&HS estimates the FY 10 (8 months) cost of this position to be \$31,425. In FY 09, approximately 20% of the more than 40,000 on-line test takers were residents of Lane County, generating \$72,730 in revenue, not subject to sharing with other counties. The revenues generated by this website are more than sufficient to justify the addition of this position. No additional appropriation of either revenue or expenses is required to support this addition.

E. Analysis

The Environmental Health Program has relied on Extra Help staffing to handle the additional work load associated with generating usage reports for other counties and in order to respond to website users. The approval of the requested permanent fulltime position will enhance the Program's ability to serve both of its customer bases – other Oregon counties and the on-line users.

F. Alternatives / Options

1. Approve the addition of the requested FTE.
2. Direct the Program to continue to staff these functions via Extra Help.

IV. TIMING/IMPLEMENTATION

H&HS seeks to establish the new position immediately.

V. RECOMMENDATION

H&HS supports approval of this request.

VI. FOLLOW-UP

If Board concurrence/approval is received, H&HS will work with Human Resources to post the vacancy in early November.

VII. ATTACHMENTS

Board Order
Organization Chart – Public Health Division

THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON

ORDER:) ORDER _____ IN THE MATTER OF ADDING 1.0 FTE OA 2
) FOR THE ENVIRONMENTAL HEALTH PROGRAM OF THE
) PUBLIC HEALTH DIVISION FOR FY 10 IN FUND 286 OF
) HEALTH & HUMAN SERVICES

WHEREAS, the Board of Commissioners and the Department of Health & Human Services seek to provide excellent services to the citizens of Lane County; and

WHEREAS, Lane County has contracted with a number of Oregon Counties to provide on-line foodhandler training and testing and wishes to ensure the provision of prompt and reasonable support via these intergovernmental agreements; and

WHEREAS, revenues and expenses in the amount of \$31,425 have been appropriated in Fund 286 for FY 10, sufficient to provide for the costs associated with the additional FTE;

NOW, THEREFORE, IT IS HEREBY ORDERED AND RESOLVED, that the Board of County Commissioners approve the addition of 1.0 FTE in Fund 286 of Health & Human Services for FY 10 as follows:

CLASSIFICATION	FTE
Office Assistant 2	1.0

DATED this _____ day of October, 2009.

Pete Sorenson, Chair
Lane County Board Of Commissioners

APPROVED AS TO FORM
Date 10/13/09 Lane County
Strickland
OFFICE OF LEGAL COUNSEL



Health & Human Services Public Health

