



**MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST
BUDGET MODIFICATION**

(revised 12/31/09)

Board Clerk Use Only	
Meeting Date:	<u>5/10/12</u>
Agenda Item #:	<u>R.9</u>
Est. Start Time:	<u>11:17 pm</u>
Date Submitted:	<u>5/1/12</u>

BUDGET MODIFICATION: HD-12-25

Agenda Title:	BUDGET MODIFICATION – HD-12-25 - Request approval to appropriate \$17,800 in revenue from the Washington State Department of Labor & Industries, Worksite Wellness Program grant.
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Note: For all other submissions (i.e. Notices of Intent, Ordinances, Resolutions, Orders or Proclamations) please use the APR short form.

Requested Meeting Date:	<u>May 17, 2012</u>	Amount of Time Needed:	<u>5 minutes</u>
Department:	<u>Health Department</u>	Division:	<u>Health and Social Justice</u>
Contact(s):	<u>Lester A. Walker – Budget & Finance Manager</u>		
Phone:	<u>(503) 988-3663</u>	Ext.	<u>26457</u>
Presenter(s):	<u>Haiou He, Program Manager 1</u>	I/O Address:	<u>167/2/210</u>

General Information

1. What action are you requesting from the Board?

Approval of appropriation of \$17,800 in funding from the Washington State Department of Labor & Industries, Worksite Wellness Program grant.

2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.

The Multnomah County Health Department’s Program Design & Evaluation Services unit (PDES) has been contracted by the Washington State Department of Labor & Industries (L & I) to summarize the evaluation of past and current efforts and benefits of their Health and Productivity Program. PDES will develop survey instruments to measure perceptions of the Health and Productivity program among L & I employees and provide detailed technical reports describing results from analysis of 3 surveys associated with specific L&I health interventions. The Washington State Labor & Industries has had a Health and Productivity Program (“Wellness 360”) in place for about 4 years—both to inform internal leaders about the benefits of this program and to provide a model for other state agencies to follow. The PDES staff is providing support to evaluate

past efforts and to design a plan for evaluating future efforts and for the dissemination of the findings.

This budget modification supports Program Offer 40035: Health Assessment, Planning and Evaluation. Program Design and Evaluation Services (PDES) is a unique research and evaluation unit within both the Multnomah County Health Department and Oregon Public Health Division. PDES provides ongoing evaluation support to county and state programs, initiates and conducts applied research studies, and contracts with organizations across the country to improve community health, shape public policy, and reduce health disparities.

3. Explain the fiscal impact (current year and ongoing).

Approval of this budget modification will increase the Health Department's federal/state FY 2012 budget by \$17,800.

4. Explain any legal and/or policy issues involved.

None.

5. Explain any citizen and/or other government participation that has or will take place.

None

ATTACHMENT A

Budget Modification

If the request is a **Budget Modification**, please answer **all** of the following in detail:

- **What revenue is being changed and why? If the revenue is from a federal source, please list the Catalog of Federal Assistance Number (CFDA).**

The Health Department's federal/state revenue budget will increase by \$17,800 in FY 2012 as a result of the work performed under this award.

- **What budgets are increased/decreased?**

The Health Department's budget will have the following changes:

- Temporary budget will increase by \$11,888
- Non Base Fringe budget will increase by \$3,649
- Non Base Insurance budget will increase by \$577
- Local/Travel Mileage budget will increase by \$209
- Central indirect budget will increase by \$411
- Department indirect will increase by \$1,066

The internal services costs necessary to support any temporary personnel are included in the current FY 2012 budget.

- **What do the changes accomplish?**

The primary accomplishments of the award are to summarize the evaluation of past and current L&I Health and Productivity Program efforts and benefits, including survey instruments to measure perceptions of the Health and Productivity program among managers and general L&I staff, and to provide detailed technical reports describing results from analysis of 3 surveys associated with specific L&I health interventions.

- **Do any personnel actions result from this budget modification? Explain.**

None.

- **If a grant, is 100% of the central and department indirect recovered? If not, please explain why.**

The revenue covers these costs.

- **Is the revenue one-time-only in nature? Will the function be ongoing? What plans are in place to identify a sufficient ongoing funding stream?**

This grant is a one-time-only, one year award totaling \$17,800. The project is not ongoing, and when the grant expires, the project will be completed.

- **If a grant, what period does the grant cover? When the grant expires, what are funding plans? Are there any particular stipulations required by the grant (i.e. cash match, in kind match, reporting requirements etc)?**

The grant period is December 5, 2011 to June 30, 2012. This is a new revenue stream. There are no match requirements or non-standard reporting requirements.

NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

ATTACHMENT B

BUDGET MODIFICATION: HD-12-25

Required Signatures

**Elected Official or
Department/
Agency Director:**

Lillian Shurley

Date: 04/21/2012

Budget Analyst:

Althea Gregory /s/

Date: 4/30/2012

Department HR:

Kiara Fuller

Date: 4/12/2012