



Board Agenda Item 47

DATE: September 10, 2019

TO: Board of Supervisors

SUBMITTED BY: David Pomaville, Director, Department of Public Health

SUBJECT: Retroactive Waiver of Extra-Help Maximum Hours Limitation

RECOMMENDED ACTION(S):

Retroactively authorize a waiver of the 28 hours per week and/or 960 hours per calendar year maximum hours limitation for the Extra-Help positions listed on Attachment A in the Department of Public Health, pursuant to the provisions set forth in the Salary Resolution, section 1100 and Personnel Rules 2040 and 4240.

Approval of the recommended action provides a retroactive approval for an Extra-Help Public Health Physician who exceeded the allotted 28-hour maximum per week and a Communicable Disease Specialist that will exceed the 960 hours per calendar year to address operational need, with no increase in Net County Cost. This item is countywide.

ALTERNATIVE ACTION(S):

There is no viable alternative action due to the need to operate and maintain public health and communicable disease services to the public.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. Sufficient appropriations and estimated revenues for the additional costs are included in the Department of Public Health's Org FY 2019-20 Recommended Budget.

DISCUSSION:

On January 13, 2015 and June 7, 2016, the Board reiterated County policy that the use of Extra-Help employees should:

- be of limited duration;
- not be used as a first response to staffing requirements;
- not supplant work regularly performed by permanent employees; and
- only be used to meet the critical, seasonal, or temporary work needs of departments on a limited basis.

Dr. Carmen De La Rosa, an Extra-Help Public Health Physician assigned to the Department's California Children Services (CCS) Medical Therapy Program exceeded the allowable 28-hours per week by two hours, while fulfilling the required Health Insurance Portability and Accountability Act (HIPAA) training. Dr. De La Rosa provides care to CCS clients at the Medical Therapy Unit located at Powers-Ginsburg

Elementary School in Fresno. Due to operational needs, the client appointment schedule is booked well in advance.

The Department does not anticipate Dr. De La Rosa will exceed the 28-hours per week or 960-hours per year for the remainder of the calendar year.

Additionally, there is a high number of communicable disease cases. To prevent a backlog, Extra-Help Communicable Disease Specialist Lissett Padgett will exceed the allowed 960-hours per calendar year. The Department's Communicable Disease Investigation Program provides essential services, working closely with healthcare professionals, California Department of Public Health and Centers for Disease Control and Prevention to promote good health, well-being, and preventing the spread of disease. Communicable Disease Specialists conduct confidential investigations as mandated by California Code of Regulations Title 17, to determine source of illness and control the spread of disease, as well as use collective data to monitor the health status of our community and control the spread of outbreaks.

Your Board's approval of the recommended action will allow the positions on Attachment A in the Department to exceed the Extra-Help per week/year maximum hour limitation for Calendar Year 2019.

REFERENCE MATERIAL:

BAI #9, June 20, 2017

BAI #37, June 7, 2016

BAI #19, January 13, 2015

ATTACHMENTS INCLUDED AND/OR ON FILE:

Attachment A

CAO ANALYST:

Sonia M. De La Rosa