



Scott County Health Department

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October 4, 2022

To: Mary Thee, Human Resources Director
From: Amy Thoreson, Health Director

RE: Addition of 2.4 FTE of Grant Supported Positions, Reclassification of 2.0 FTEs, and Transfer of .5 FTE from the Health Department to Youth Justice and Rehabilitation Center

Addition of 2.4 Grant Supported Positions

The Iowa Department of Public Health (IDPH) has recently awarded our department the Child, Adolescent Health and Oral Health Programs Contract and the Community Based Program – Maternal Health Contract for implementation in Collaborative Service Area 14 (CSA), which includes Cedar, Clinton, Jackson, and Scott Counties. Both contracts were received following a competitive request for proposal process and are designed to strengthen the system of care for individuals served by the programs across the state, leading to improved health outcomes.

In developing the proposals, our team focused on what would be needed to successfully implement the programs according to the state's expectations and with a level of quality that is expected when Scott County Health Department is involved, rather than developing a plan only on known dollars in the application. One key component of these contracts is that many of the services delivered to individuals are billable to Medicaid. As a result, it is difficult to fully predict revenue, particularly as we expand our services into three neighboring counties. In addition, we have been approached by Early Childhood Iowa Boards in the other counties about how they may be able to assist with financial support for services offered in their respective counties. They operate on a state fiscal year, but these contracts operate on a federal fiscal year. Since we are now awarded the contracts, we are able to have conversations with them regarding that support, but we do not yet have existing contracts in place because their application/contract process occurred at a different time than the state's.

We believe that with grant support from the Iowa Department of Health and Human Services, revenue generated from billable services, and the exploration of other funding opportunities that we may become aware of as we begin service delivery, we can support the important work to be accomplished through these projects with limited impact to Scott County's budget. We are also committed to assuring that Scott County tax dollars are used for services to Scott County citizens. The transition to this regional delivery model is new to us and we are committed to assuring that it not only is beneficial to the clients and communities that we serve, but that it is also delivered in a fiscally responsible manner. With many of our clients moving between the counties or seeking care in Scott County from



neighboring counties, we believe a strong infrastructure is key. Scott County will continue to be our primary focus regarding service delivery because it is where the majority of our clients reside.

As we have discussed with you, and your team reviewed with Public Sector Personnel Consultants (PSPC), we are requesting the following:

1. Addition of a 1.0 FTE Informing Specialist to the table of organization. This position will be informing all clients in the CSA that are newly eligible for Medicaid regarding the services available and connecting clients to resources in the various communities based upon identified need. The position has been slotted on the salary schedule at a level 24. We anticipate the salary and benefit cost of the position for one year to be \$82,660.00.
2. Removal of 2.0 FTEs of Maternal & Child Health Consultant from the department's table of organization and replacement with 2.0 FTEs of Family Health Coordinator. The positions would provide direct billable services, convene community groups to identify and address needs, and provide community education, among other things. Upon review of the revised position analysis questionnaire (PAQ), no changes to the current slot of 26 were needed. There is no financial impact.
3. Addition of a 1.0 FTE Dental Direct Services Consultant to the table of organization. This position is a new requirement of the grant and will primarily be coordinating and providing direct oral care services across the CSA. As we continue to see the need for dental care grow and the number of providers offering care decreasing, particularly to Medicaid clients, the need to provide gap-filling services in community settings continues to grow. This position's PAQ was reviewed and the position has been slotted at a 27. We anticipate the salary and benefit cost of the position for one year to be \$92,125.00.
4. Addition of .4 FTE Public Health Dental Hygienist (per diem). In order to assure the delivery of the required direct care services for these contracts, as well as the department's I-Smile® Silver Contract, additional direct care staff time is needed. Direct care being provided is billable to Medicaid. The department is requesting flexibility to 832 hours of Public Health Dental Hygienist time available during the year with the potential to have multiple individuals serving in the role if necessary. Recruitment for dental hygienists is challenging. The per diem position would be compensated at step 1 of slot 27 and not eligible for further step increases. We anticipate the salary and benefit cost of the position(s) to be \$27,725.00.

The project period for the contracts of which these positions provide services is October 1, 2022 through September 30, 2026. The initial contract period is October 1, 2022 through September 30, 2023.

Reclassification of 2.0 FTEs

As we reviewed job descriptions to support the new grants, we updated the Community Dental Consultant – Maternal, Child, & Adolescent Health PAQ to reflect changes in responsibility in this existing position. Upon review by PSPC, the changes resulted in the position moving from a level 24 to a level 27. This change results in an increase in cost for salary and benefits of \$9,500 and the position name would be changed to Community Dental Consultant.

In addition, the department has a Community Dental Consultant-Adult position on its table of organization. This position is funded by a different grant, but is modeled after the I-Smile[®] Program for youth and pregnant individuals. Similar responsibility changes are anticipated within this position and to assure internal equity among our dental hygienists, it is recommended that this position also increase from a level 24 to a level 27. As a result, there is an increase in salary and benefits of \$9,500 for this position as well.

Transfer of .5 FTE Correctional Health Nurse Position

Following multiple discussions regarding how to assure the health needs of juveniles in the Youth Justice and Rehabilitation Center (YJRC) and the operational needs of the staff at YJRC are met, it is the recommendation of Jeremy Kaiser and me that the position of .5 Correctional Health Nurse be moved from the Health Department's table of organization and budget to the YJRC table of organization and budget. Per discussions with YJRC and HR the position will be reduced to a .4 FTE. This change will create efficiencies in management and oversight of the position's responsibilities and allow the individuals interacting with the individual in the position regularly to evaluate and monitor their work. Staff from the Health Department will continue to support this individual with nursing insight, supplies, etc. at this time. When the Scott County Jail and YJRC are not in close proximity, new processes may be needed, but our department will assist with any transition needed when and if necessary. There is no financial impact other than a decrease in the Health Department and an equal increase in the YJRC budgets.

I want to thank you and your team for your assistance with the process of evaluating positions and staffing needs. These contracts continue to provide valuable services for clients, despite the challenges that they provide in program leadership. We are fully aware of and committed to the understanding that if the grants go away, the positions will also go away. Thank you for your consideration of our requests. If you have any questions, please do not hesitate to contact me at extension 8833.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
THAT THIS RESOLUTION HAS BEEN FORMALLY
APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

October 13, 2022

APPROVAL OF CLASSIFICATION AND STAFFING ADJUSTMENTS IN THE HEALTH DEPARTMENT

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. That the table of organization for the Health Department be increased by 1.0 FTE to reflect the addition of the Informing Specialist position at a pay range of 24.

Section 2. That the table of organization for the Health Department be decreased by 2.0 FTE to reflect the removal of the Maternal & Child Health Consultant position and increased by 2.0 FTEs to reflect the addition of the Family Health Coordinator position and remaining at pay range 26.

Section 3. That the table of organization for the Health Department be increased by 1.0 FTE to reflect the addition of the Dental Direct Services Consultant position at a pay range of 27.

Section 4. That the table of organization for the Health Department be increased by .4 FTE to reflect the addition of the Public Health Dental Hygienist position.

Section 5. That the table of organization for the Health Department be decreased by 1.0 FTE Community Dental Consultant – Maternal, Child, &

Adolescent Health position and increased by 1.0 FTE Community Dental Consultant position at a pay range of 27. That the 1.0 FTE Community Dental Consultant – Adult position be reclassified at a pay range of 27.

Section 6. That the table of organization for the Health Department be decreased by .5 FTE Correctional Health Nurse position and the Youth Justice and Rehabilitation table of organization be increased by .4 FTE Correctional Health Nurse.

Section 7. It is understood that if grant funding is not available the grant positions will be eliminated.

Section 8. This resolution shall take effect immediately.