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WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 11-24-15

Weekly Agenda Date: 12-01-15

DEPARTMENT HEAD / CITIZEN: <u>Ed Gilliland</u>		
SUBJECT: <u>Social Services Department Closure</u>		
ACTION REQUIRED:		
Approve Ordinance <input type="checkbox"/>	Approve Resolution <input type="checkbox"/>	Approve Motion <input checked="" type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input type="checkbox"/>	Attachments <input checked="" type="checkbox"/>

WORDING FOR AGENDA ITEM: Social Services Department Closure Effective December 31, 2015, Discussion and Action.

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION: Motion to Approve Social Services Department Closure Effective December 31, 2015.

Approved by Board of Supervisors March 3, 2015.

Social Services Department Closure Effective December 31, 2015

Due to the recent change in the payment and management of Medicaid claims in the State of Iowa the Woodbury County Social Services Department will cease to exist December 31, 2015. The State of Iowa has appointed MCOs (Managed Care Organizations) through an RFP process to handle the duties formerly performed by Woodbury County Case Managers.

The department previously consisted of the following personnel:

1 Social Services Coordinator/Grant Monitor

1 Social Worker II

13 Case Managers

1 Eligibility Coordinator/Secretary III

1 Clerk II

1 Secretary III

1 Secretary

1 Secretary (PT .40 FTE)

1 Aide/Shredder (PT.60)

1 Mental Health Advocate

Patty Erickson-Puttman

Theresa Jochum

11 have termed or notified us of resignation

Peri Bauman & Cindy Zellers are here to Dec 31

Julie Albright

Diane Robinson

is here to Dec 31

Ann Landers

Lisa Wilson

Heather Satterwhite

is here to Dec 31

Michael Sweisberger

position not affected

Connie Barrett

position not affected

Of the 13 Case Managers, 11 have been hired by one of the four MCOs. Two will stay through December 31, 2015. The two remaining Case Managers, Peri Baumann and Cindy Zellers, are to be hired by DHS (Iowa Department of Human Services) as temporary employees January 1, 2016. In summary, all 13 Case Managers will end employment with Woodbury County on or before December 31, 2015.

All employees are aware of the closing as this has been discussed with the former Social Services Coordinator and the Clerk II and the Secretary.

The Clerk II position will be eliminated entirely December 31, 2015.

The Part Time Secretary (.4 FTE) position will be eliminated although those hours will be absorbed by other departments.

2 of the remaining staff are part time with Sioux Rivers Region.

The Region itself is unaffected by this so their part time positions with Sioux Rivers will remain unaffected:

- 1) Social Worker II (25% Sioux Rivers and 75% Woodbury County)
- 2) Secretary FT (60% Sioux Rivers and 40% Woodbury County)

It has been proposed but not approved to have the two part time positions with the Sioux Rivers Region move to full time positions as shown in the table below.

Proposed Percentage of duties to Sioux Rivers Region and to Woodbury County December 31, 2015 versus January 1, 2016

	FY 2015		FY 2016		Position Title
	Woodbury County	Sioux Rivers	Woodbury County	Sioux Rivers	
Erickson-Puttman, Patty		100%	0%	100%	MHDS Service Coordinator
Albright, Julie		100%	0%	100%	Mental Health Funding Coordinator
Jochum, Theresa	75%	25%	0%	100%	MHDS Social Worker
Wilson, Lisa	40%	60%	0%	100%	MHDS Administrative Assistant/Office Manager
Landers, Ann		100%	0%	100%	Health Accounts Manager
Sweisberger, Michael		100%	0%	100%	MHDS Sioux Rivers Aide
Barrett, Connie		100%	0%	100%	Mental Health Advocate

Any change to the duties and time allocation to Sioux Rivers Region is a decision made in combination between the Board of Supervisors and Sioux Rivers Region.

Woodbury County follows the provisions laid out in the Employee Handbook:

“In the event the work force is to be reduced, the County will provide affected employees as much advance notice as is administratively practical. The least senior qualified employee in the job classification affected shall be the first laid off, unless a different criteria is required by a bargaining unit contract. Employees laid off shall have recall rights to the job classification from which they were laid off for up to six (6) months. On recall from layoff, employees will be returned to work in the reverse order in which they were laid off, if they are qualified to perform the work available.