



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: November 12, 2019

DATE: October 29, 2019

TO: Board of County Commissioners

FROM: Amber Howell, Division Director, Human Services Agency
(775) 785-8600, ahowell@washoecounty.us

THROUGH: Kate Thomas, Assistant County Manager

SUBJECT: Recommendation to approve increase in hours from 25 to 40 per week for the vacant part-time, benefited Human Services Caseworker III (0.63 FTE, pay grade II, Position # 70001100) to a full-time benefited Human Services Caseworker III (1.00 FTE) with a net fiscal impact of [\$41,916]; and if approved direct Human Resources to make the necessary adjustments. (All Commission Districts)

SUMMARY

HSA is requesting Board of County Commissioners' approval to increase the hours of a vacant Human Services Caseworker III position from 25 to 40 per week.

Washoe County Strategic Objective supported by this item: Safe, Secure and Healthy Communities

PREVIOUS ACTION

No previous action.

BACKGROUND

Human Services Caseworker III positions provide complex professional case work ensuring services are provided to individuals and families in a community-based environment. Caseworker III positions are the journey level, full-performance level of the position classification. Currently, the position is a part-time, benefited position that is vacant.

HSA previously had a number of part-time positions providing casework, which have been modified to full-time as vacancies occurred and funding allowed. The positions provide services for Permanency, Assessments, Licensing, Adoptions, Training, and similar casework duties. HSA expects this position will provide full-time casework services for the Permanency Unit, which collaborates with the Courts, care providers, and community-based partners to find a safe, appropriate and permanent home for any child

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placed into foster care. The increase in hours for this position will have an immediate direct effect on service delivery, allowing HSA to increase and improve service delivery to the children in our care.

FISCAL IMPACT

The additional annual cost to increase this position from a part-time to a full-time position is \$41,916 and will be covered by a permanent reduction in the Human Services Agency Child Protective Services Fund (F228) in cost center 280720 (Social Services Financial Support) in GL 710585 (Undesignated Budget).

RECOMMENDATION

It is recommended the Board of County Commissioners approve increase in hours from 25 to 40 per week for the vacant part-time, benefited Human Services Caseworker III (0.63 FTE, pay grade II, Position # 70001100) to a full-time benefited Human Services Caseworker III (1.00 FTE) with a net fiscal impact of [\$41,916]; and if approved direct Human Resources to make the necessary adjustments.

POSSIBLE MOTION

If approved, a possible motion would be “Move to approve increase in hours from 25 to 40 per week for the vacant part-time, benefited Human Services Caseworker III (0.63 FTE, pay grade II, Position # 70001100) to a full-time benefited Human Services Caseworker III (1.00 FTE) with a net fiscal impact of [\$41,916]; and if approved direct Human Resources to make the necessary adjustments.”