

CLARK COUNTY STAFF REPORT

DEPARTMENT: Public Health

CCPH SR2019-1044

DATE: November 5, 2019

REQUESTED ACTION:

Clark County Council's approval to increase position P001359 (Medical Examiner) from 0.60 FTE to 1.0 FTE, effective January 1, 2020.

Consent Hearing County Manager

BACKGROUND

The Medical Examiner's Office was transferred to Clark County Public Health in late 2018, shortly after one of the two Medical Examiner positions became vacant due to staff turnover. Public Health requested and was granted permission to replace the vacant position at 0.60 FTE. With a severely limited candidate pool nationally, recruitment of a 0.60 FTE candidate has been unsuccessful. The existing Medical Examiner cannot complete all needed autopsies and related death investigations. Contractors have been utilized to perform approximately 35% of the autopsies in the meantime; however, contracted autopsies are approximately 50% more expensive than the cost of the Medical Examiner position. Increasing this Medical Examiner position will increase capacity and allow for potential cost sharing arrangements with other counties and develop an adequate succession plan.

COUNCIL POLICY IMPLICATIONS

N/A

ADMINISTRATIVE POLICY IMPLICATIONS

N/A

COMMUNITY OUTREACH

N/A

BUDGET IMPLICATIONS

YES	NO	
		Action falls within existing budget capacity.
		Action falls within existing budget capacity but requires a change of purpose within existing appropriation
X		Additional budget capacity is necessary and will be requested at the next supplemental. If YES, please complete the budget impact statement. If YES, this action will be referred to the county council with a recommendation from the county manager. <i>The 0.40 FTE increase to this position is already part of the 2020 budget submission for the Medical Examiner's Office</i>

BUDGET DETAILS

Local Fund Dollar Amount	
Grant Fund Dollar Amount	
Account	General fund
Company Name	

DISTRIBUTION:

Council staff will post all staff reports to The Web. <https://www.clark.wa.gov/council-meetings>

Joelle Loescher

10/16/2019

Alan Melnick

10/16/2019

Joelle Loescher
Management Analyst

Dr. Alan Melnick
Public Health Director

Primary Staff Contact Name and Extension: Jeff Harbison, ext 8475

APPROVED: *[Signature]*
CLARK COUNTY, WASHINGTON
CLARK COUNTY COUNCIL

DATE: NOV. 5, 2019

SR# 148-19



APPROVED: _____
Shawn W. Hennessee, County Manager

DATE: _____

BUDGET IMPACT ATTACHMENT

Part I: Narrative Explanation

I. A – Explanation of what the request does that has fiscal impact and the assumptions for developing revenue and costing information

Part II: Estimated Revenues

Fund #/Title	2019 Annual Budget		2020 Annual Budget		2021 Annual Budget	
	GF	Total	GF	Total	GF	Total
0001 / State Share of Medical Examiner Costs			24,644		25,170	
Total			24,644		25,170	

II. A – Describe the type of revenue (grant, fees, etc.)

State of Washington reimburses Clark County for 25% of the personnel costs of the Medical Examiner positions.

Part III: Estimated Expenditures

III. A – Expenditures summed up

Fund #/Title	FTE's	2019 Annual Budget		2020 Annual Budget		2021 Annual Budget	
		GF	Total	GF	Total	GF	Total
Total							

III. B – Expenditure by object category

Fund #/Title	2019 Annual Budget		2020 Annual Budget		2021 Annual Budget	
	GF	Total	GF	Total	GF	Total
Salary/Benefits			98,576		100,679	
Contractual						
Supplies						
Travel						
Other controllables						
Capital Outlays						
Inter-fund Transfers						
Debt Service						
Total			98,576		100,679	

Package Number	Fund	Cost Center Name List will be limited based on search string on coding tab	Program Name List will be limited based on selected Cost Center on coding tab	Type	Add, Delete, Change	Does this change involve a reclass?	FTE CHANGE	Effective date of change (MM/YY)	Position #	New job classification	Grade & Range	Length for new project positions
PBH-02-20AD	0001	Medical Examiner	Death Investigations	Operating	Add	No	0.4	01/20	P001359		M1.825	

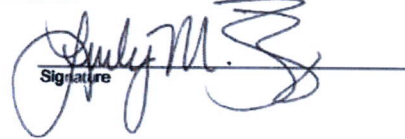
FOR STAFF REPORTS ONLY:

HR APPROVAL

Signature 

Date 10/28/19

BUDGET OFFICE APPROVAL

Signature 

Date 10/28/19