

# **Buffalo County Resolution**



**Drafted By:**  
Dave Rynders  
**Presented Month/Year:**  
July, 2022  
**Involved Committees:**  
DHHS & Veterans Services  
Human Resources  
Finance

**County Department:**  
DHHS  
**Fiscal Impact:** YES / NO  
**CA Approved:** YES/ NO

**RESOLUTION #** 22-08-01

## **A RESOLUTION TO CREATE A CASE MANAGER POSITION AND REDUCE A SUPPORT STAFF SPECIALIST POSITION TO PART-TIME**

WHEREAS, the staff needs of Buffalo County Department of Health and Human Services (DHHS) have changed based on the following increased service demand: client record requests, local foster care recruitment, Children's Long-Term Services (CLTS) administration and case management, youth services and Comprehensive Community Services (CCS) case management; and

WHEREAS, the increased services are either mandated by statute/administrative code or are fully reimbursable and reduce use of higher cost, mandated services; and

WHEREAS, creating a case manager position while decreasing an existing support staff position to part-time would meet these identified staffing needs; and

WHEREAS, the proposed staffing changes would create a position designed to provide services generating new revenues while also enabling other existing positions generation of additional revenue; and

WHEREAS, one function of the proposed new position is to increase foster care recruitment and retention support, in order to increase local foster care resources and decrease usage of more expensive treatment and professional foster care options; and

WHEREAS, making staffing changes in 2022 to address these needs is more fiscally advantageous than waiting until 2023. Implementation of these proposed staffing changes are projected to reduce DHHS levy dollar usage in 2022 and future years.

NOW, THEREFORE BE IT RESOLVED, effective September 1, the Buffalo County Board of Supervisors hereby creates one full time case manager position and reduces an existing full time support staff specialist position to a .4 full time equivalent part-time position.

Adopted at a duly called and noticed meeting of the Buffalo County Board of Supervisors on the 02 day of August, 2022.

Rebecca Halverson  
County Clerk

ATTEST:

[Signature]  
County Board Chairperson

Respectfully Submitted:

**Veterans/DHHS Committee**

**Human Resources Committee**

**Finance Committee**

Mary Anne McMillan Urell  
Mary Anne McMillan Urell, Chair

Steve Nelson  
Steve Nelson, Chair

[Signature]  
Dennis Bork, Chair

Brian Michaels  
Brian Michaels

Mary Anne McMillan Urell  
Mary Anne McMillan Urell

William Bruegger Sr  
William Bruegger Sr.

Brad Schmidt  
Brad Schmidt

Nathan Nelson  
Nathan Nelson

Max Weiss  
Max Weiss

Carol McDonough  
Carol McDonough

Excused  
Michael L. Taylor

Brad Schmidt  
Brad Schmidt

Nathan Nelson  
Nathan Nelson

Carol McDonough  
Carol McDonough

Brian Michaels  
Brian Michaels

Richard Mueller  
Richard Mueller

Absent  
Elizabeth Hoffmaster

Absent  
Wendy Kleinschmidt

Kimberly Beseler  
Kimberly Beseler

**ANTICIPATED FINANCIAL IMPACT STATEMENT:**

**2023 Fiscal Impact:**

\*Net Staff Changes (\$67,907.60 - \$58,141.36 + \$14,745.12 = \$24,511.36

\*\*Conversion of treatment foster care slot to local slot: (\$29,915)

\*\*\*Increased billable case management hours: (\$13,995)

\*\*\*\*CLTS Authorization Revenue ?

**Total Annual Net Savings of Resolution Implementation: \$19,398.64**

\*Cost of a case manager 2, step 1 with benefits including full health insurance: \$67,907.60

Current Support Staff Specialist position annual cost: \$58,141.36

Cost of .4 position – no benefits: \$14,745.12

\*\* Converting 1 treatment foster care slot to a local foster care for a 12-month period = \$29,915 saved

\*\*\* Increased billable case management hours due to reducing intake duties by social workers:

(\$163.09 Comprehensive Community Services rate x 60 hours = \$9,785.40

CLTS rate \$105.24 rate x 40 hours = \$4,209.60

\*\*\*\*Children’s Long-Term Services (CLTS) hourly billing rate would increase adding CLTS authorization activity time provided by new Case Manager position.

**2022 Fiscal Impact:**

\$19,398.64 x 5/12 (i.e., August – December 2022 period) = **\$8,082.76**