

Spotsylvania County

Board of Supervisor Meeting

Executive Summary

Meeting Date: August 14, 2018

Title: Budget Adjustment and Appropriation of New Medicaid Expansion Funding and Authorization of Additional Positions

(Check Mark)

<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Closed Meeting
<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Public Hearing
<input type="checkbox"/> No Action (Information Only)	<input type="checkbox"/> Ordinance
<input checked="" type="checkbox"/> Resolution (Appropriation)	<input type="checkbox"/> Power Point Presentation

Recommendation: That the Board of Supervisors approve a budget amendment and appropriation in the amount of \$511,282 to receive additional funding allocated to the Department of Social Services (DSS) in support of the expansion of Medicaid in Virginia and that the Board of Supervisors authorize the addition of 8.6 FTEs in DSS to ensure agency capacity to meet increased workload associated with the program expansion. The positions requested are funded through the additional State allocation received after the approval of the FY 2019 budget and the transfer of funds from Virginia Initiative for Employment not Welfare (VIEW) purchased services to personnel line items. No additional local dollars are associated with this recommendation.

Summary: As part of its FY 2019 budget the state adopted and signed into law the expansion of the state's existing Medicaid program to include additional categories of eligibility. The expansion, to be known as Cover Virginia, will increase workloads in local agencies both in volume of applications to be processed and in number of on-going cases to be managed and maintained in compliance with program policy and timeframes. The State's FY 2019 budget, adopted after the approval of Spotsylvania's FY 2019 budget, included increased funding for staffing and operations for local departments of social services to support costs associated with the expansion of the Medicaid program. Spotsylvania received an additional on-going allocation of \$511,282 for staff and operations with no local match required in FY 2019. In FY 2020 the \$511,282 will require a local match of approximately \$78,700. DSS also requested and was approved by the state to transfer \$70,000 from VIEW purchased services to personnel to fund an additional position to support existing VIEW caseloads and waiting list for VIEW services. The local match for VIEW is already included in the FY 2019 budget and no additional local dollars are required.

Localities have discretion in the specific utilization of the additional allocation of funds associated with Medicaid expansion to include supporting other functions within the agency. DSS is requesting 8.63 FTEs, 4.37 FTEs in direct support of Medicaid expansion; 2.63 for indirect support; and 1.63 for other priority needs in the agency.

Position	Gr	FTE	Direct Medicaid	Indirect Medicaid	Other Needs
Eligibility Worker II	14	3.00	X		
Sr. Eligibility Worker	18	1.00	X		
Aide II	11	0.37	X		
Self-Sufficiency Wkr II	16	2.00		X	
PC Technician	13	0.63		X	
Family Services Wkr II	17	0.63			X
Sr. Family Services Wkr	20	1.00			X

Anticipating the exact number of workers required to support the increase in Medicaid applications and on-going cases is not possible at this time due to limited information on the exact increase in cases the agency will experience, estimates vary from 3,300 to 4,500; the inability to foresee the number of persons who will file applications, the agency currently processes over 5,000 applications per year; and the impact of time required per case with an attached work requirement for Medicaid recipients. The work requirement is under development by the state and then subject to federal review, therefore not part of the initial expansion deployment in January. The time required to support cases with an attached work requirement will limit the size of the caseload a worker can appropriately and accurately manage but that limitation is not yet known. Based upon current caseloads, worker capacities, and work flow improvement opportunities, the agency is estimating that an additional three Eligibility Workers, one Senior Eligibility Worker, and additional hours for an existing part-time Aide, moving the position to full-time; reflect the minimal need for direct support to Medicaid expansion.

The 2.63 FTEs requested to provide indirect support to the expansion of Medicaid consists of two full-time Self-Sufficiency Worker IIs and a part-time (0.63 FTE) PC Technician. Self-Sufficiency Workers staff the VIEW program and the Childcare Subsidy program. Clients are Temporary Assistance to Needy Families (TANF) recipients, who are generally also receiving Medicaid benefits. The existing VIEW/Childcare staffing is insufficient to support the number of eligible clients and both VIEW and Childcare have a waitlist due to limited staffing. Appropriately staffing these units will allow for more cases to be pulled from the wait list and for more productive management of a case once opened. Productive management leads to better outcomes for clients and progresses the client towards self-sufficiency, reducing the public assistance caseloads which includes Medicaid. One of the Self-Sufficiency Workers being requested is to be funded through the state approved transfer of VIEW Purchased Services funding to Staff and Operations funding; monies already included in the approved FY 2019 budget for DSS. The second Self-Sufficiency Worker would be funded with the increased allocation of monies from the state. This position would not be filled immediately and if updated information indicates a fourth additional Eligibility Worker is needed to support increased Medicaid cases; the Self-Sufficiency Worker would be under-filled with an Eligibility Worker to meet the immediate demands of expansion.

The 0.63 FTE PC Technician is needed to ensure adequate on-going technical support to the increased number of workers in the agency and to ensure timely resolution of systems issues anticipated to occur during the deployment of Medicaid expansion and future state technology

initiatives currently under development. Local social services agencies can either be “Full Support”, meaning all state programs and technology is maintained on state-owned equipment and supported/accessed under state rules, contracts, and vendors; or “Shared Support”, meaning there is a formal agreement between the locality and the state with the locality providing (and so owning) the hardware necessary to house and operate state programs with support/access rights reflecting that ownership as long as state security rules and protections are recognized and complied with by the local agency. Spotsylvania DSS is a “Full Support” agency and therefore any staff members providing on-site technical support are required to be employees of the agency. DSS currently has a 1.0 FTE, full-time Senior PC Technician, providing technical support to agency hardware, software, and telecommunications. All currently approved 95 FT and 4 PT positions are assigned a state computer with printer and eight staff members are also assigned county computers. Each worker has a landline and the agency has 42 cell phones. There are three additional county computers at a general work station for multiple worker access, four shared large volume printer/copiers, and four fax machines. All equipment listed is supported by the one worker in cooperation with state helpdesk and county support for county property. The work load is already having a negative impact in on-site resolution of technical issues currently experienced. It is important the agency be ready to support the additional workers and system changes resulting from the expansion of Medicaid.

As stated earlier, localities have discretion in the specific utilization of the additional allocation of funds associated with Medicaid expansion to include supporting other functions within the agency. Spotsylvania continues to experience a high number of children in foster care and is struggling to provide not only compliant, but effective case management for children and families receiving services. Heavy caseloads negatively impact the case manager’s ability to provide individualized attention to cases which then in turn may, in addition to compromising worker ability to meet mandated case milestones timely, impact the appropriateness of service plans to the specific needs of the child/family or extend the time in care. The agency is actively engaging in seeking successful prevention and permanency programs in other localities for possible implementation in the county to expand upon existing services and hopefully reduce the number of children in care. In the meantime, additional resources are needed to support current caseload (184 at time of document submission.) The agency is requesting the additional state funding be used to support a Senior Family Services Worker and a part-time (28 hrs per week) Family Services Worker II. The current caseload of 184 is staffed by a Supervisor, a Senior Family Services Worker, eight regular full-time Family Services Workers, and two temporary full-time Family Services Workers (one vacant but currently under recruitment.) In addition to open foster care cases, these workers carry an adoption subsidy caseload. Adoption subsidy cases vary in activity, from requiring an annual update of case status to more active case management triggered by increased levels of service needs of the adoptee.

The positions requested have a full year funding estimate of \$560,135, assuming an Employee & Spouse health care plan for each position. The additional funding for Medicaid expansion at \$511,282 combined with the VIEW transfer of \$70,000 provides for a total of \$581,282 in annual funding to support these positions. The remaining balance of \$21,147 in on-going funding would be used to support other personnel costs, such as overtime, or non-personnel operating costs, such as telephone charges, increased supplies, etc., associated with supporting the increased caseloads in Medicaid and services.

While the positions have a full-year funding cost of \$560,135, and every effort will be made to fill the positions as quickly as possible upon their approval by the Board of Supervisors (with the exception of the second Self-Sufficiency Worker II pending more information on Medicaid expansion impact on the locality); it is estimated the positions will only be filled for nine months in FY 2019, for a partial year cost of approximately \$417,958 and initial workspace setup costs of about \$30,000. That leaves a balance of approximately \$133,300 in the current year for one-time or limited recurring costs to address existing needs and/or prepare for Medicaid expansion. The agency is reviewing critical areas of service and workplace structure to determine the most appropriate and impactful utilization of these funds, knowing that 98% of the on-going funding will be need to be directed to support full-year costs of the additional positions in FY 2020.

Space for these additional positions is anticipated to be provided through minor renovation and reconfiguration of existing built-out space already in use by Social Services on the first floor at the Merchants Square Building.

Board Committee/Other Committees: Finance Committee

Review Date: July 19, 2018

Status: Recommended approval

Financial Impact: \$511,282 in FY 2019 in new funding, no local match until FY 2020 which will then be 15.4% or approximately \$78,000. Positions requested have an estimated annual cost of \$560,135 which would be funded by the \$511,282 combined with a transfer of \$70,000 from VIEW Purchased Services (funding already in FY 2019 budget, no additional funding required.)

Attachments: Budget Amendment
Appropriation

Staff Contacts: Gail Crooks, Director, Social Services

Additional Background/Other Considerations: N/A

Consequence of Denial/Inaction: Denial of the requested appropriation will result in the agency not having the resources required to meet upcoming significant increases in applications and on-going caseload resulting from the expansion of Medicaid. Denial of the positions requested will result in the agency being unable to adequately staff the increased number of applications and on-going cases in a manner compliant with federal requirements in accuracy and timeliness in eligibility determinations; will not allow the agency to eliminate or significantly reduce the wait list of VIEW eligible clients in accessing VIEW services and possibly moving to self-sufficiency; will put at risk the timely resolution of technological issues which may in turn reduce the efficiency and accuracy of agency activities; and will result in continued excessive caseloads of foster care workers which in turn compromises the quality of case work and the progress of children in care to permanency.