



Budget Change Request

Change request information

Title TST Care Coordinator Reclassification
Number B-07-01 Department 07 - District Court
Requester Frankie Peters
Published by Jennifer Smith Publish Date 2023-08-22
Change Type Policy Change

Board outcome *(to be entered by budget after Board action)*

Board Decision
Board Changes

Funds affected

Fund 1180 - Treatment Sales
General Fund Affected? No More Than One Fund Affected? No

Policy request priority and connection to the strategic plan

Priority # 1 Strategic Plan Responsive Law,

Does this request include federal, state, or private grants?

Grant Funded?
Grantor and timeframe

Does this request affect current positions or propose new positions?

HR Payroll e-mailed? Yes Position Impact Changes Classification
Current position numbers affected 0192-07-R-

What do you need and why? Include any unexpected and external requirements.

Statement of Need

The request is to set the salary range of the Mental Health and Veterans Court (MHVC) Care Coordinator position to Range 15 of the Thurston County Pay and Classification Plan: \$5,642 - \$7,504. This request will impact three (3) Care Coordinator positions - the requested budget amount includes all three (3) positions.

The 'Mental Health and Veterans Court Care Coordinator' classification is specific to District Court, and is not held in other courts, offices, or departments of the county.

The current range for the Care Coordinator position is Range 12; this is not representative of the duties and responsibilities of this position. The requested Range 15 adjustment is the current range of the District Court Probation Counselor II position and would more appropriately reflect what this position entails. This position has been historically misrepresented in the pay and classification plan, not being addressed or adjusted since the position's inclusion over 15 years ago. At that time, District Court was one of the first in the state to begin a Mental Health and Veterans Court, with few comparatives of what this position entails, as it relates to the pay and classification plan. This has continued to create a difficult situation for the hiring and retention of qualified personnel and does not provide a salary representative of the service that this position provides to the court and our community.

The Care Coordinator positions are distinguished by, but not limited to:

- Master's Degree -or- Department of Health Certification
- Significant interdisciplinary and interagency operations
- Direct service provisions to high risk/needs participants with Mental Health diagnosis
- Application of knowledge and experience within the judicial branch and therapeutic services

How will this change the performance of your office or department?

Statement of Need

Adopting the proposal presented allows for an opportunity for District Court to provide appropriate representation to the Care Coordinator position, acknowledging the roles, responsibilities, and services this position provides. This proposal provides security to a position where it is imperative to the participants involved, as well as the program and structure. Having the ability to recruit and retain the best candidates for this necessary service to our community and maintain trust and confidence through the consistency of the program will allow the program to provide a more efficient and higher level of service.

Between 2021-23, Mental Health and Veterans Court (MHVC) has seen three (3) staff terminate employment with the court for higher paying positions; MHVC is a team of 5 court staff members. The Program Manager position had to be reposted multiple times due to inability to hire, leaving the program without a manager for approximately six (6) months. It was provided to the Court Executive Officer that salary of the Program Manager was a direct result of the inability to hire. For the Care Coordinator position, District Court identified two (2) successful applicants through the interview process. Both applicants declined the position due only to the salary of the position. Positions were left vacant for extended periods of time due to inability to hire.

The role of the Care Coordinator and Probation Counselor II are similar, residing in different stages of the case lifecycle. Both perform intensive casework for criminal defendants, monitoring court-ordered client programs and drug/alcohol screening reports, are the key liaison with community assistance and support facilities, coordinating efforts to ensure compliance with the court and providing support and services to participants. Both positions must possess the necessary education, skills, and training to deal with complex legal and human issues, as well as competence in making decisions and using discretionary judgment. The Care Coordinator role goes beyond standard casework, to involve clients that have identified mental health issues presented.

Responsibilities include, but are not limited to, assisting participants with accessing community resources in lieu of incarceration; maintaining compliance with their court obligations; remaining compliant with treatment; and supporting recovery efforts for mental health and chemical dependency to continue on a path of stability and be accountable for their behaviors. To adequately perform the duties of the Care Coordinator for MHVC, Coordinators must be highly trained and skilled in the use of assessment tools and evidence-based practices that result in behavioral change. They must also have a keen understanding of the entire justice system and be adept at interacting with their clients. They must be able to act as service referral agents, change agents, and provide accountability. This includes the development of action plans and goals with participants; frequent, sometime daily, communication with participants; community outreach and support; ensuring participants comply with court orders and program requirements; providing detailed case plan development and follow-up, as well as participant/program updates to include compliance and or violation reports; attend multiple court proceedings per week to discuss goals and compliance with all justice partners, including recommendations to the presiding judge.

Expenditure, FTE and revenue assumptions plus current budget level

Assumptions

Support from the Treatment Sales Tax (TST) Advisory Committee.

Current Budget Level

510000 - \$192,036
521000 - \$14,690
522000 - \$19,684
523000 - \$71,028
524000 - \$1,008
525000 - \$576
526000 - \$282
527000 - \$1,095 Total = \$300,399

What happens if this isn't funded? Are there other options?

Impacts and Alternatives

These positions will continue to be misrepresented with the current salary range applied, not reflecting the responsibilities or experience, knowledge and high standard required. Hiring and retaining the best applicants will be challenged, leading to instability for participants and the program.

How does this request affect other offices and departments?

Impact to Other Departments

Which Other Departments are Affected?

Operating Transfer Needed? No

Operating Transfer Coding and Amount

Personnel Information

FTE	Number	Name	Start Date	End Date
1.00	@ Mental Health & Vet Care Coord-2	MENTAL HEALTH & VET CT CARE CO	2024-01-01	
1.00	< Total			

Operating Revenue Line Items

Org Code	Object Code	Object Description	Project Code	2024	2025
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Capital Revenue Line Items

Org Code	Object Code	Object Description	Project Code	2024	2025
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Operating Expenditure Line Items

Org Code	Object Code	Object Description	Project Code	2024	2025
1180A791	510000	SALARIES		30,833	30,833.00
1180A791	521000	SOCIAL SECURITY		2,359	2,359.00
1180A791	522000	RETIREMENT		2,895	2,895.00
1180A791	525000	UNEMPLOYMENT COMPENSATION		92	92.00
1180A791	526000	PAID FAMILY MEDICAL LEAVE		67	67.00
1180A791	527000	LONG TERM DISABILITY		176	176.00

			Total:	36,422.00	36,422.00
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Capital Expenditure Line Items

Org Code	Object Code	Object Description	Project Code	2024	2025
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