

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

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|--|---|--|----------------------|
| (1) DEPARTMENT Behavioral Health | (2) MEETING DATE 4/19/2016 | (3) CONTACT/PHONE Jeff Hamm 788-2855 or Tami Douglas-Schatz 781-5959 | |
| (4) SUBJECT Submittal of a resolution approving the new classification and establishing the salary range of Licensed Psychiatric Technician/Licensed Vocational Nurse I/II/III, and amending the Position Allocation List (PAL) for Fund Center 166 – Behavioral Health, Fund Center 160 – Public Health and Fund Center 184 – Law Enforcement Medical Care, by deleting 35.50 FTE Mental Health Therapist I/II/III/IV positions and 2.50 FTE Licensed Vocational Nurse positions, and adding 38.00 FTE Licensed Psychiatric Technician/Licensed Vocational Nurse I/II/III positions. All Districts. | | | |
| (5) RECOMMENDED ACTION It is recommended that your Board approve a resolution approving the new classification and establishing the salary range of Licensed Psychiatric Technician/Licensed Vocational Nurse I/II/III, and amending the Position Allocation List (PAL) for Fund Center 166 – Behavioral Health, Fund Center 160 – Public Health and Fund Center 184 – Law Enforcement Medical Care, by deleting 35.50 FTE Mental Health Therapist I/II/III/IV positions and 2.50 FTE Licensed Vocational Nurse positions, and adding 38.00 FTE Licensed Psychiatric Technician/Licensed Vocational Nurse I/II/III positions. | | | |
| (6) FUNDING SOURCE(S) State Realignment | (7) CURRENT YEAR FINANCIAL IMPACT \$1,000.00 | (8) ANNUAL FINANCIAL IMPACT \$4,000.00 | (9) BUDGETED? Yes |
| (10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ___) <input type="checkbox"/> Board Business (Time Est. ___) | | | |
| (11) EXECUTED DOCUMENTS <input checked="" type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A | | | |
| (12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A | | (13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: N/A <input type="checkbox"/> 4/5 Vote Required <input checked="" type="checkbox"/> N/A | |
| (14) LOCATION MAP N/A | (15) BUSINESS IMPACT STATEMENT? No | (16) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A Date: _____ | |
| (17) ADMINISTRATIVE OFFICE REVIEW Morgan Torell | | | |
| (18) SUPERVISOR DISTRICT(S) All Districts | | | |

County of San Luis Obispo



TO: Board of Supervisors

FROM: Behavioral Health / Jeff Hamm 788-2855 or Tami Douglas-Schatz 781-5959

DATE: 4/19/2016

SUBJECT: Submittal of a resolution approving the new classification and establishing the salary range of Licensed Psychiatric Technician/Licensed Vocational Nurse I/II/III, and amending the Position Allocation List (PAL) for Fund Center 166 – Behavioral Health, Fund Center 160 – Public Health and Fund Center 184 – Law Enforcement Medical Care, by deleting 35.50 FTE Mental Health Therapist I/II/III/IV positions and 2.50 FTE Licensed Vocational Nurse positions, and adding 38.00 FTE Licensed Psychiatric Technician/Licensed Vocational Nurse I/II/III positions. All Districts.

RECOMMENDATION

It is recommended that your Board approve a resolution approving the new classification and establishing the salary range of Licensed Psychiatric Technician/Licensed Vocational Nurse I/II/III, and amending the Position Allocation List (PAL) for Fund Center 166 – Behavioral Health, Fund Center 160 – Public Health and Fund Center 184 – Law Enforcement Medical Care, by deleting 35.50 FTE Mental Health Therapist I/II/III/IV positions and 2.50 FTE Licensed Vocational Nurse positions, and adding 38.00 FTE Licensed Psychiatric Technician/Licensed Vocational Nurse I/II/III positions.

DISCUSSION

During the past two years, the Health Agency has been reviewing existing clinical classifications in an effort to better align employees with the jobs they are performing. The Agency has been focused on two of the Agency's primary divisions, Behavioral Health and Public Health. Both of these departments employ Licensed Psychiatric Technicians (LPT) and Licensed Vocational Nurses (LVN). The proposed new classification will unify employees who work as Licensed Psychiatric Technicians and Licensed Vocational Nurses duties under one classification and create a title that accurately reflects their job duties and scope of licensure.

The Agency has been utilizing the Mental Health Therapist (MHT) specification to hire LPTs. This has largely been due to the fact that the Mental Health Therapist (MHT) specification incorporates the appropriate minimum qualifications to hire LPTs. However, the job duties within the MHT specification do not accurately reflect the day-to-day functions of LPTs. A MHT who is licensed in the healing arts (such as Licensed Practitioner of the Healing Arts (LPHA) and Licensed Clinical Social Worker (LCSW)) provides a range of specialty mental health services which include assessments and therapy. A LPT under their scope of licensure provides case management and medication support services. Using the Mental Health Therapist job specification to hire LPTs can lead clients/community to consider the LPT as their therapist even though "therapy" falls outside this scope of practice. In addition, using the MHT specification to hire LPTs has created ongoing recruitment problems because the job title (Mental Health Therapist I-IV) is inconsistent with job functions of LPTs.

The proposed new classification will clarify the roles and responsibilities of incumbents performing the necessary duties within their legal scope, as well as provide clear job expectations for candidates applying for these positions. Finally, the creation of a series will allow new graduates from either LPT or LVN programs to apply for entry level position within this classification and promote through the career series. This in turn will result in broader pools of qualified candidates and assist in retaining current employees. Within the Health Agency the LVN positions primarily work at the Jail and Public Health clinic. While there are both LVN and LPT positions in the Jail, the LPT staff primarily work in the four Behavioral Health clinics and the Psychiatric Health Facility (PHF).

The recommended salary is appropriate for each of the classification's level of duties, complexity, independence and decision making authority based on a survey of similar classifications in comparable agencies, and is consistent with the County's internal salary setting methodology.

Forty-three (43) incumbents will be reclassified into the appropriate series and step commensurate with their experience and licensure, in accordance with Civil Service Rules 5.04 and 5.05, and County Ordinance 2.48.030.

OTHER AGENCY INVOLVEMENT/IMPACT

The Civil Service Commission approved this new classification on March 23, 2016 and the San Luis Obispo County Employees' Association supports the recommended changes.

FINANCIAL CONSIDERATIONS

There is no anticipated net annual cost of the proposed changes for Fund Center 166 – Behavioral Health. The Mental Health Therapist I, II, III classification salary amount is at the same level as the proposed LPT/LVN I, II, III classification. For both Fund Center 160 - Public Health and Fund Center 184 - Law Enforcement Medical Care (LEMC) the anticipated net annual impact is less than \$4,000 and is associated with the slight salary adjustment between the current Licensed Vocational Nurse classification and the proposed LPT/LVN classification. The Health Agency anticipates absorbing the minimal increase in its existing budget.

RESULTS

This action will provide the Health Agency with the ability to recruit and retain qualified Licensed Psychiatric Technicians and Licensed Vocational Nurses more efficiently while also providing employees the opportunity for career growth within their scope of licensure. The increased retention will provide stability within the Health Agency and contribute to overall organizational efficiencies.

This action will affect 38.00 FTE positions as detailed in the table below:

| Fund Center | Current Classification | New Classification | FTE |
|------------------------------------|--------------------------------------|---------------------------|------------|
| 166 – Behavioral Health | Mental Health Therapist I-IV (LPT's) | LPT/LVN I-III | 32.50 |
| 160 – Public Health | Licensed Vocational Nurse (LVN) | LPT/LVN I-III | 0.75 |
| 184 – Law Enforcement Medical Care | LVN/Mental Health Therapist II | LPT/LVN I-III | 4.75 |

This change will affect a total of forty-three (43) current incumbents in the Health Agency since some work less than full-time: forty (40) Mental Health Therapist I – IV positions and three (3) Licensed Vocational Nurse positions, who will be reclassified upon Board approval. Of the current incumbents, only one FTE position in the Health Agency is vacant.

ATTACHMENTS

1. PAL Resolution