

ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA COMMUNICATION FORM

ITEM DATE: June 28, 2022	ITEM TIME:

FROM:	Kathy Nelson, Human Resources Director
TODAY'S DATE:	June 21, 2022
AGENDA TITLE:	Department of Human Services (DHS) Child Welfare & Adult Protection On-Call Duties and Compensation Policy

CHECK ONE THAT APPLIES TO YOUR ITEM:	
<input checked="" type="checkbox"/> ACTION ITEM	
<input type="checkbox"/> DIRECTION	
<input type="checkbox"/> INFORMATION	

I. DESCRIBE THE REQUEST OR ISSUE:
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Consideration To Approve the DHS Child Welfare & Adult Protection On-Call Duties and Compensation Policy
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II. RECOMMENDED ACTION:

Recommend approval of the DHS Child Welfare & Adult Protection On-Call Duties and Compensation Policy

III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):
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PROPOSED REVENUE: None

PROPOSED EXPENDITURE: Current approved budget: \$16,520. Child Welfare is a 80/20 split. The 20% cost to the County is \$3,304 yearly. This request is to increase the overall Afterhours budget to \$25,448. This would be another \$9,612, which comes out of the CW block (State funded). The 20% cost to the county would be an additional \$1,932.
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FUNDING SOURCE: DHS

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IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):

None Known.

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V. BACKGROUND INFORMATION:

The DHS is requesting to establish an on-call policy for their Human Services and Child Welfare Adult Protection staff including specific compensation for on-call hours worked by exempt staff. Per the Routt County On-Call Time Policy, Departments that require employees to be on-call are required to establish an appropriate policy subject to review by the County Manager and the on-call budget adopted by the Board of County Commissioners, effective July 1, 2022.

The Department's Child Welfare & Adult Protection On-call Duties and Compensation Policy has been developed to set expectations of duties and outline compensation. The duties align with Colorado Children's Code and Adult Protection requirements. The compensation was developed with consideration of statewide market data.

All certified child and adult protection workers are required to participate in the on-call rotation. The on-call worker is required to provide emergency child and adult protection services during non-office hours (after 5 p.m. weekdays and 24 hours a day on holidays and weekends) in addition to assignments.

The goal is that each worker has one on-call rotation each month. In general, the on-call rotation is a fixed week from Wednesday at 5:00 p.m. through the following Wednesday at 8:00 a.m. On-call status begins after completing the regular workday and continues until the start of the next workday.

The on-call schedule will be completed at least a month in advance and on a monthly schedule so as to allow time for staff to plan.

VI. LEGAL ISSUES:

None known.

VII. CONFLICTS OR ENVIRONMENTAL ISSUES:

None known.

VIII. SUMMARY AND OTHER OPTIONS:

The Board has the option to approve the policy as presented today, to make further changes to the policy or not approve the policy as presented.