

Request for Board Action Details

File #:	2021-766	Status:	Passed
Type:	Administrative Item	In control:	Board of Commissioners
On agenda:	1/11/2022	Final action:	1/11/2022
Title:	Designation of One Additional Unclassified, Unrepresented Administrator, Withdrawal Management Program and Detoxification Position in Accordance with Personnel Act, Minnesota Statute 383A.286, Subdivision 3.		
Sponsors:	Human Resources		
Indexes:			
Code sections:			
Attachments:	1. Study Summary, 2. Organization Chart, 3. Position Description - Administrator, Withdrawal Management Program (Uncl) - 0999.pdf, 4. Resolution		

Date	Ver.	Action By	Action	Result
1/11/2022	1	Board of Commissioners	approved	Pass

Sponsor: Human Resources

Title

Designation of One Additional Unclassified, Unrepresented Administrator, Withdrawal Management Program and Detoxification Position in Accordance with Personnel Act, Minnesota Statute 383A.286, Subdivision 3.

Recommendation

Approve the designation of one additional unclassified, unpresented administrator, Withdrawal Management Program and Detoxification position in accordance with Personnel Act, Minnesota Statute 383A.286, Subdivision 3.

Background and Rationale

Recently, with Ramsey County Board support, the Detoxification Center applied and was approved for a new license under Minnesota Statute 245F, Withdrawal Management Program for 30 of its 50 resident beds in the facility. Under this license, the Detoxification Center will have the ability to provide short-term medical services to residents needing effective stabilization and withdrawal management services through detoxification, assessment, interventions and referral to aftercare services on a 24/7 basis.

With the addition of these program services, it is necessary to expand the leadership of the Detoxification Center to provide oversight and management of the new Withdrawal Management Program. In addition to detoxification services, the new program offerings will include the following:

- Care coordination services.
- Comprehensive assessment.
- Health assessment.
- Individual and group motivational counseling.
- Medical Director availability, seven days a week and within 24 hours.
- Mental health and substance use disorder screening.
- Patient education.

- Peer recovery support services.
- Stabilization planning.
- Withdrawal management services.

To continue to provide services to address the unique medical needs of each patient, be responsive to the language and cultural needs of each patient, and to encourage patients to remain in care for an appropriate duration as determined by the patient's stabilization plan, a third administrator is needed in the Social Services department.

With the addition of an administrator of withdrawal management, it is critical to the success of the program by ensuring that the leadership and management infrastructure can fully lead and manage the program, staff and support the patients. Under this leadership, unique challenges of operating a 24/7 facility can ensure improvements in scheduling, maintaining staffing ratios and program census, incident response protocols, budget management, meeting regulatory and compliance standards and preserving union-management relations.

The functions of detoxification will continue and will be paired with the new Withdrawal Management Program.

Human Resources department conducted a review of the functions of this position and the job description, and a review of the applicable statute governing the creation of unclassified positions. The review concluded:

- The title administrator, Withdrawal Management Program and Detoxification adequately describes the work of this position.
- Ramsey County Board action is required to designate one additional administrator, Withdrawal Management Program and Detoxification as unclassified.
- Funding and one additional Full Time Equivalent for this position is included in the 2022-2023 Social Services department budget. In addition, the program's new revenue will support the cost of this new administrator position.
- This position will be filled through an open competitive hiring process.
- The Human Resources director certifies that this position meets the standards and criteria of the Personnel Act, Minnesota Statute 383A.286, Subdivision 3, to be placed in the unclassified service.

County Goals (Check those advanced by Action)

☒ Well-being ☒ Prosperity ☒ Opportunity ☒ Accountability

Racial Equity Impact

The Ramsey County Social Services department is one of the largest service providers to diverse populations in the county organization. Its services are designed to assist people as they seek opportunities for advancement and growth and health and well-being. Appropriate staffing is necessary to deliver effective, equitable, and efficient services as well as authentically move forward community engagement and race equity efforts.

Community Participation Level and Impact

The Substance Abuse Advisory committee was consulted as the Social Services department moved to obtain a Withdrawal Management Program license from the Minnesota Department of Human Services. The committee have been very supportive of the transition toward a withdrawal management program and understand the need for an Administrator as the program grows.

☒ Inform ☒ Consult ☐ Involve ☐ Collaborate ☐ Empower

Fiscal Impact

This action will not require a complement increase for the department and is included in the 2022-2023 Social Services department budget. Additional revenue from the new program will support the cost of the new administrator position.

County Manager Comments

No additional comments.

Last Previous Action

None.

Attachments

1. Study Summary - Administrator, Withdrawal Management Program and Detoxification
2. Organization Chart - Social Services
3. Position Description - Administrator, Withdrawal Management Program and Detoxification