



# COUNTY of VENTURA

**MELISSA LIVINGSTON**  
Director

November 7, 2023

**HUMAN SERVICES AGENCY**

855 Partridge Drive  
Ventura, CA 93003  
805-477-5100

Board of Supervisors  
County of Ventura  
800 S. Victoria Avenue  
Ventura, CA 93009

**JENNIE PITTMAN**  
Deputy Director  
Administrative Services

**VICTORIA JUMP**  
Deputy Director  
Aging & Disability Services

**Subject: Adoption of a Resolution Adding Two New Regular Full-Time Equivalent Positions Effective November 7, 2023.**

**DAVID SWANSON HOLLINGER**  
Deputy Director  
Children & Family Services

**Recommendation:**

**MARISSA MACH**  
Deputy Director  
Community Access & Engagement

Adopt a resolution (Exhibit 1) adding two new regular full-time equivalent (FTE) positions effective November 7, 2023, as presented herein, to meet expanded program requirements.

**ELAINE MARTINEZ**  
Deputy Director  
Community Services

Job Code	Title	FTE	Annual Salary Range
00118	HS Veterans Claims Officer II	1.0	\$48,456.62 - \$64,615.94
00177	HS Program Coordinator II	1.0	\$78,000.24 - \$104,010.53

**Fiscal/Mandates Impact:**

Mandatory:	No
Source of Funding:	Federal, State, County General Fund
Funding Match Required:	No
Impact on other Departments:	None

**Summary of Revenue and Costs:**

	<u>FY 2023-24</u>	<u>FY 2024-25</u>
<b>Revenue:</b>		
Direct	\$10,000	\$23,800
<b>Total Revenue</b>	<b>\$10,000</b>	<b>\$23,800</b>
<b>Costs:</b>		
Direct	\$100,000	\$238,000
Indirect	Minimal	Minimal
<b>Total Costs</b>	<b>\$100,000</b>	<b>\$238,000</b>
<b>Net County Cost</b>	<b>\$90,000</b>	<b>\$214,200</b>

There are Net County Costs of \$90,000 and \$214,200 associated with the additional positions in FY 2023-24 and FY 2024-25 respectively. It is anticipated the new positions will be filled by January 31, 2024, due to the time required to complete the recruitment process for the proposed positions. We will come back to your Board to request appropriations, if needed, at a later date.

<b>FY 2023-24 Adopted Budget for HSA Program Operations Division # 3410</b>				
	<b>Adopted Budget</b>	<b>Adjusted Budget</b>	<b>Projected Budget</b>	<b>Estimated Savings/(Deficit)</b>
<b>Appropriations</b>	\$205,531,529	\$205,531,529	\$205,531,529	\$0
<b>Revenue</b>	\$181,427,098	\$181,427,098	\$181,427,098	\$0
<b>Net Cost</b>	\$24,104,431	\$24,104,431	\$24,104,431	\$0

**Discussion**

The signing of the Promise to Address Comprehensive Toxics (PACT) Act in 2022 created over 20 new presumptive health conditions and expanded benefits for veterans exposed to toxic substances. It is estimated that over the next year the PACT Act will cause an increase in claims filed with the Veteran’s Administration by 3-4 million, which will trigger an increase in disability claims being locally processed by the County Veteran Services Office (VSO). Our VSO has already seen an increase in annual referrals of nearly 19% from 1,554 to 1,845 over the past three years, as well as a 15% increase in annual client engagement (client visits, client calls and client emails) from 44,062 to 50,742 over the past five years. Comparing August 2023 to August 2021, there was a 48% increase in the number of claims filed on behalf of Veterans. The addition of two positions will (a) reduce wait times, enabling veterans to be helped sooner, (b) meet the projected increase in claim requests related to the PACT Act, and (c) create opportunity for upward professional growth of staff who desire to continue to serve.

We ask that your Board adopt a resolution adding two positions in support of these critical services. The additional positions are in line with the County’s Strategic Plan Priority of ‘Diverse and Innovative Workforce Dedicated to Service Excellence’, Goal (2) Leverage innovation and continuous improvement to provide efficient and effective services.

This item has been reviewed by the County Executive Office, the Auditor-Controller’s Office, County Human Resources Division, and County Counsel. If you have any questions, please contact me at 805-477-5301, or Marissa Mach, Deputy Director, Community Access & Engagement, at 805-477-5323.



Melissa Livingston  
Director

Attachment: Exhibit 1 – Resolution