

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

March 1, 2022

FROM

GEORGINA YOSHIOKA, Interim Director, Department of Behavioral Health

SUBJECT

Employment Contract for Accountant III

RECOMMENDATION(S)

1. Approve **Employment Contract No. 22-127** with Mourence Burris, Accountant III, to provide accounting services for the Department of Behavioral Health, which will include assisting with accounting analysis of the Drug Medi-Cal Organized Delivery System, for an estimated annual cost of \$100,145 (\$69,545 - Salary, \$30,600 - Benefits), effective March 12, 2022 through March 11, 2025.
2. Authorize the Assistant Executive Officer of Department Operations, Deputy Executive Officer of Human Services, or Director of the Department of Behavioral Health to execute amendments to the contract to extend the contract term for a maximum of one successive one-year period, on behalf of the County, subject to review by County Counsel.
3. Direct the Assistant Executive Officer of Department Operations, Deputy Executive Officer of Human Services, or Director of the Department of Behavioral Health to transmit all amendments in relation to this contract to the Clerk of the Board of Supervisors within 30 days of execution.

(Presenter: Georgina Yoshioka, Interim Director, 388-0801)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Create, Maintain and Grow Jobs and Economic Value in the County.

Provide for the Safety, Health and Social Service Needs of County Residents.

FINANCIAL IMPACT

This item does not impact Discretionary General Funding (Net County Cost). The estimated annual cost of \$100,145 will be funded by 2011 Realignment and Drug Medi-Cal. This position is filled by a contract employee to complete a temporary workload assignment due to the Department of Health Care Services' urgent timeline to complete previous years' cost reports and audits in preparation for the implementation of California Advancing and Innovating Medi-Cal. Adequate appropriation and revenue have been included in the Department of Behavioral Health (DBH) 2021-22 budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

DBH Fiscal Services is in need of an Accountant III within the Substance Use Disorder and Recovery Services (SUDRS) Fiscal Administrative Support Unit to perform complex accounting analysis and cost report preparation for services involving the Drug Medi-Cal Organized Delivery System (DMC-ODS). DBH is recommending an employment contract for the position of Accountant III to complete this temporary workload assignment as not filling this position will

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reduce the department's ability to meet state mandated due dates for payment processing and claim/cost reporting.

DBH's expansion of Drug Medi-Cal Services through the DMC-ODS has increased demands on clinic programs and contract services across all levels and all funding types, which has placed a strain on the capacity of the SUDRS Fiscal Administrative Support Unit. To provide support, DBH is recommending an employment contract for the Accountant III position that will report to the Administrative Supervisor I in DBH's SUDRS Fiscal Administrative Support Unit. The employment contract will be effective March 12, 2022 through March 11, 2025 with the option to extend the contract term for a maximum of one successive one-year period and may be terminated by either party without cause upon 14 days written notice.

PROCUREMENT

Since November 2021, Mourence Burris, the recommended contract employee, has been providing accounting services to DBH through a temporary assignment from Apple One Staffing. During his tenure with DBH, he has demonstrated strong work ethics and analytical skills that enable him to interpret complex data and apply this data appropriately. Mr. Burris has over 10 years of professional level accounting experience and a Bachelor's of Science degree in Healthcare Finance, meeting the requirements for this position. Therefore, DBH is recommending Mr. Burris to fill the Accountant III employment contract position due to his qualifications and experience, as well as maintaining a continuity of necessary high-level accounting and analytical skills for the DBH SUDRS Fiscal Administrative Support Unit.

REVIEW BY OTHERS

This item has been reviewed by Behavioral Health Contracts (Natalie Kessee, Contracts Manager, 388-0869) on January 25, 2022; County Counsel (Cynthia O'Neill, Principal Assistant County Counsel, 387-5455) on January 25, 2022; Human Resources (Gina King, Human Resources Deputy Director, 387-5571) on January 25, 2022; Finance (Christopher Lange, Administrative Analyst, 386-8393) on February 7, 2022; and County Finance and Administration (Cheryl Adams, Deputy Executive Officer, 388-0238) on February 14, 2022.

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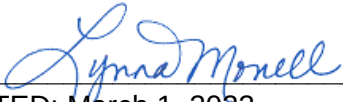
Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Dawn Rowe

Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: March 1, 2022



cc: DBH - Ramos w/agree
Contractor - C/O DBH w/agree
File - w/agree

CCM 03/2/2022