



Goodhue County
Health and Human Services

426 West Avenue
 (651) 385-3200 • Fax (651) 267-4882

REQUEST FOR BOARD ACTION

Requested Board Date:	August 20, 2024	Staff Lead:	Nina Arneson
Consent Agenda:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Attachments:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Action Requested:	Review and approval of the following: <ul style="list-style-type: none"> • Public Health Nurse/Registered Nurse (PHN/RN) FTE Hiring Flexibility AND <ul style="list-style-type: none"> • General HHS Department FTE Flexibility Requests 		

BACKGROUND:

The following request was brought forward for the Goodhue County Personnel Committee’s review on August 2nd, 2024 at 8:00 am, please see attached memo for the details.

1) Public Health Nurse FTE Hiring Flexibility:

- **1 FTE Public Health Nurse**
- OR
- **.8 FTE and .2 FTE Public Health Nurses**

2) General HHS Department FTE Flexibility

RECOMMENDATION: GCHHS Department recommends approval as requested.

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July 30, 2024

TO: Goodhue County Personnel Committee

FROM: Nina Arneson, HHS Director
Kayla Matter, HHS Accounting Supervisor

**RE: Public Health Nurse (PHN) Hiring Flexibility &
General HHS Department FTE Flexibility Requests**

BACKGROUND:

Goodhue County Health and Human Services has a current opening for a Public Health Nurse/Registered Nurse (PHN/RN) in the Family Health Team – Public Health Division. This opening was a result of an internal promotion, and it is an already approved backfill position as 1 FTE.

This is also connected to an earlier request to split another nurse position into .6 FTE and .4 FTE that was approved by the HHS Board on May 21, 2024. Both earlier part-time nurse positions have been hired, but the .6 FTE candidate expressed interest of working .8 FTE, therefore we are bringing this request forward for the HHS Board's consideration.

As shared many times, historically, PHN/RN positions have been very difficult to fill for our agency due to the job market conditions, highly competitive recruitment environment and options available to nurses locally, statewide and nationally. Having increased county wages and ability to hire and existing staff to work part-time schedules when deemed appropriate based on the agency needs, seems to be making a difference- a positive impact for the department.

Our two requests for consideration are as follows:

1. PHN/RN Position Hiring Flexibility:

- **1 FTE Public Health Nurse/Registered Nurse**
OR
- **.8 FTE and .2 FTE Public Health/Registered Nurses**

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Depending on the type of benefits the prospective candidates would request, dividing the positions should have minimal, if any, budget implications.

Using the worst-case calculations of employees having family health insurance HHS if effectively splitting 2 FTE positions into 2 (.8 FTE) and 1 (.4 FTE) positions. In this example the cost of 2 full time FTE is \$204,724 with family health and splitting them into 3 part time positions the cost is \$195,922. There still is a savings after considering that HHS would need to buy computer equipment for the additional employee. This gives HHS the flexibility to hire today's candidates that have expectations of having a flexible work schedule.

**** Please see below at the end of the document, more detailed financial "worse case" calculations.**

2. General FTE Flexibility Request:

Our secondary request is to seek general flexibility in splitting FTE's as long as HHS can manage that within its budget and work needs of the agency, so that HHS can hire top candidates and retain current employees without having to go to the Personnel Committee and HHS Board every time we have an opportunity to split position(s). This would be for nurse positions and other HHS positions as deemed necessary.

RECOMMENDATION:

The HHS Department recommends approving the following:

1. Move forward immediately utilizing the MN Merit System to replace the existing Public Health Nurse/Registered Nurse (PHN/R) position as **1 FTE OR as .8 FTE and .2 FTE** as needed, and back fill as needed.
2. Move forward utilizing HHS department general flexibility in splitting FTEs as long as HHS can manage that within its budget and work needs of the agency.
3. Hire and implement after GCHHS Board's review and approval.

****Additional more detailed "worse case" financial calculations:**

At the May HHS Board meeting the request was splitting a 1 FTE nurse into a .4 FTE and .6 FTE and the table below was presented. These were the worst-case scenario as they included family health insurance.

Public Health Nurse

	2024 1.0 FTE/Family Health step 1	2024 .4 FTE/No Health step 1	2024 .6 FTE/Family Health step 1
Public Health Nurse			
Rate	\$33.48	\$33.48	\$33.48
Gross	\$69,639.00	\$27,856.00	\$41,784.00
PERA/FICA/Medicare/Life	\$10,605.00	\$4,275.00	\$6,385.00
Health Coverage/H.S.A.	\$22,146.00		\$13,288.00
Total Cost	\$102,390.00	\$32,131.00	\$61,457.00
Total Benefits	\$32,751.00	\$4,275.00	\$19,673.00
Wages + Benefits less Health	\$80,244.00	\$32,131.00	\$48,169.00
Health Insurance	\$22,146.00		\$13,288.00
Total	\$102,390.00	\$32,131.00	\$61,457.00
	Plan 1	Plan 1	Plan 1
			*EE would pay difference of county cost for health insurance
		Total for Part-Time Positions	\$93,588.00

We now have a 1 FTE that we want to split to .2 FTE and .8 FTE and move the .2 FTE to the .6 FTE that was approved in May to make it .8 FTE as hiring has been challenging as candidates want part time.

Public Health Nurse

	2024 1.0 FTE/Family Health step 1	2024 .2 FTE/No Health step 1	2024 .8 FTE/Family Health step 1
Public Health Nurse			
Rate	\$33.48	\$33.48	\$33.48
Gross	\$69,639.00	\$13,928.00	\$55,711.00
PERA/FICA/Medicare/Life	\$10,605.00	\$2,165.00	\$8,495.00
Health Coverage/H.S.A.	\$22,146.00		
Total Cost	\$102,390.00	\$16,093.00	\$64,206.00
Total Benefits	\$32,751.00	\$2,165.00	\$8,495.00
Wages + Benefits less Health	\$80,244.00	\$16,093.00	\$64,206.00
Health Insurance	\$22,146.00		\$17,717.00
Total	\$102,390.00	\$16,093.00	\$81,923.00
	Plan 1	Plan 1	Plan 1
			*EE would pay difference of county cost for health insurance
		Total for Part-Time Positions	\$98,016.00

Outcome is that we are splitting 2 FTEs into 2 (.8 FTE's (total 1.60 FTE) and 1 (.4 FTE)

Public Health Nurse

	2024 2 - (1 FTE)/Family Health step 1	2024 2 - (.8 FTE)/Family Health step 1	2024 1 - (.4 FTE)/No Health step 1
Rate	\$33.48	\$33.48	\$33.48
Gross	\$139,277.00	\$111,422.00	\$27,856.00
PERA/FICA/Medicare/Life	\$21,155.00	\$16,935.00	\$4,275.00
Health Coverage/H.S.A.	\$44,292.00	\$35,434.00	
Total Cost	\$204,724.00	\$163,791.00	\$32,131.00
Total Benefits	\$65,447.00	\$52,369.00	\$4,275.00

Wages + Benefits less Health	\$160,432.00	\$128,357.00	\$32,131.00
Health Insurance	\$44,292.00	\$35,434.00	
Total	\$204,724.00	\$163,791.00	\$32,131.00

Plan 1

Plan 1

Plan 1

**EE would pay difference of county cost for health insurance*

Total for Part-Time Positions

\$195,922.00