

Office of State Budget and Management
Establish New, Receipt-Supported Positions
(G.S. 143-34.1)

Agency: Department of Health and Human Services

Division: Division of Facility Services (DFS)

Budget Code: 14470

Fund Title: Emergency Medical Services

Fund Number: 1511

Proposed Center Title: HRSA-Bioterrorism

Proposed Center Number: 1511-1560-FG

***** Position Information *****

Proposed Classification: Processing Assistant IV **Proposed Salary Grade:** 59

Salary Range: \$22,426 – 34,323 **Proposed Effective Date:** September / 01 / 2006

Number of Positions: 2.0

	<u>Fund Authorized Budget</u>	<u>Current Request</u>
Total Budget	\$16,850,488	\$72,672
Receipts	<u>\$16,850,488</u>	<u>\$72,672</u>
Appropriation	\$0	\$0

Funding Source(s): Human Resources and Services Administration (HRSA) – Bioterrorism Hospital Preparedness Program Grant, a 100% federal funding source. We are anticipating funding for FFY 2006 in the amount of \$12,540,000. The grant application for FY 2006-2007 is due July 1, 2006. The grant cycle will run from September 1, 2006 through August 31, 2007.

Justification for Position (including description of duties and responsibilities):

The primary purpose of these positions is to provide clerical support to the Disaster Preparedness branch of the Office of EMS. These positions are responsible for supporting disaster preparedness initiatives administered through the HRSA grant. The Disaster Preparedness branch will have added 8 new planner positions within the next six months, which will dramatically increase the clerical support needed for these staff.

Expenses for each position includes the following:

Account 531222	Salary	\$ 28,375
Account 531512	Social Security	2,171
Account 531562	Medical	3,854
Account 531522	Retirement	1,936

Total Each Position

\$36,336

Statutory Reference for Request:

Drexdal Pratt
Presentation to be made by

Jim Slate
Agency Head Signature

Chief, Office of Emergency Medical Services, DFS

Title

State Budget Officer Signature