



Memo

October 25, 2024

TO: Robert Tintle, CFO, Deschutes County Finance Department
FROM: Janice Garceau, Director, Health Services Department
RE: Health Services ARPA Funds Request

Health Services requests the following with respect to the upcoming review of planned American Rescue Plan Act (ARPA) funds expenditures.

- **Allocate an additional \$45,000 to the Homeless Outreach Services Team through the approved June 2026 budget timeline:** The Board of County Commissioners (BOCC) approved supporting 3.0 full-time equivalent (FTE) with ARPA funds through June 30, 2026, with an overall amount of \$1,518,619. Due to higher personnel costs than originally budgeted, Health Services is requesting an additional \$45,000 to the original allocation of \$1,518,619 to support the team through June 30, 2026.
- **Allow expenditure of unspent Public Health Response and Recovery ARPA funds after December 2025:** The BOCC approved ARPA funds to support 3.0 FTE through December 2025 to continue outreach and support for vulnerable populations as well as maintain core preparedness and response functions. At the time, Public Health committed to using alternate funding as it became available to support these positions and is honoring that commitment.
 - In January 2024, 1.0 FTE Public Health Manager moved from ARPA onto Public Health Modernization funding.
 - The department anticipates transitioning an additional ARPA funded 1.0 FTE Management Analyst focused on outreach and engagement onto Public Health Modernization as of July 2025.

As a result, approximately \$157,000 of ARPA-1.9 will be unspent, and the department requests approval to continue expenditure on the remaining 2.0 FTE after December 2025 until December 2026. This will allow Public Health to maintain a needed expert emergency preparedness team to plan for, and quickly respond to, emerging health threats, and coordinate timely health alerts and communications to the public with continued logistical support for emergency and medical supply needs.

Sincerely,

Janice Garceau

C.c. Erik Kropp, Deputy County Administrator
Nick Lelack, County Administrator
Cheryl Smallman, Health Services Business Officer