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To: County DSS, DHS, DCP, & DDS Agencies

From: Bill Hanna, Director
Area Administration

Date: April 1, 2015

Re: Area Administration Organizational Changes

For many years, Area Coordinators were assigned to specific program areas. This structure was established prior to 2009 when Area Administration had as many as 15 Area Coordinators and five Area Administrators. Currently, Area Administration has nine Area Coordinators and four Area Administrators. This has resulted in Area Coordinators assigned to more than 20 counties. Given the fact that Area Administration will not have any new positions in the near future, it was necessary to examine how Area Administration resources are allocated.

Beginning April 1, each Area Coordinator will be assigned a subset of counties within each region. Each Area Coordinator is assigned to a region of about eight counties. The expectation is that the Area Coordinator can assist a county with any DHS program area. While there are pros and cons to this change, I believe the pros outweigh the cons.

Each of the five regions will be divided into a smaller region to which an Area Coordinator is assigned. The Area Administrator currently assigned will continue to be responsible to serve all of the counties in each of their respective regions. (See attached map)

This service delivery model will allow staff in each Regional Office to have a better understanding of the successes, challenges and needs of each county. Often the greatest challenges arise when multiple divisions or bureaus with DHS or multiple state agencies are involved. I believe Area Administration staff are in a unique position to be able to assist with these cross-system challenges.

This service delivery model for Area Administration only changes assignments of Area Coordinators. This model does not change the process for regional directors, financial managers, behavioral health, income maintenance or any other regional meeting is conducted. Area Administration will continue to coordinate all regional meetings in the same format.

Over the next several weeks, Area Coordinators may contact you to find time to meet you and your staff.