

POSITION ADJUSTMENT REQUEST

NO. 22424
DATE 1/30/2019

Department Public Defender Department No./
Budget Unit No. 0243 Org No. 2018 Agency No. 043

Action Requested: ADOPT Position No. 22424 to add one Deputy Public Defender III-Project and add one (1) Deputy Public Defender III-Project, full-time (40/40) position at salary and grade JD5 2146 (\$10,842 - \$13,179) to provide direct legal representation in immigration hearings; provide clinical services; act as Senior Attorney and technical assistance to the Stand Together Contra Costa program. (100% Safety Realignment revenue)

Proposed Effective Date: 4/10/2019

Classification Questionnaire attached: Yes No / Cost is within Department's budget: Yes No

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$200,328.00 Net County Cost \$0.00
Total this FY \$41,747.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Public Safety Realignment

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Joanne Sanchez-Rosa

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Paul Reyes

3/21/2019

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 3/27/2019

Establish the classification of Deputy Public Defender III-Project (25T1) (represented) at salary plan and grade JD5 2146 (\$10,842 - \$13,179) and add one Deputy Public Defender III-Project (25T1) (represented) position

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: Day following Board Action.

_____(Date)

Gladys Scott Reid

3/27/2019

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

4/3/2019

Approve Recommendation of Director of Human Resources

Disapprove Recommendation of Director of Human Resources

Other: _____

Paul Reyes

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED DISAPPROVED

David J. Twa, Clerk of the Board of Supervisors
and County Administrator

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department Public Defender

Date 3/20/19

No. 22424

1. Project Positions Requested:
Deputy Public Defender III-Project
2. Explain Specific Duties of Position(s)
See attached job description
3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)
Name of funding source: Safety Realignment revenue
Name of project: Stand Together Contra Costa
Purpose of project: To provide legal services, and community education to support safety and justice for immigrant families in Contra Costa County.
4. Duration of the Project: Start Date 4/10/2019 End Date yr-to-yr
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.
The term of the position is dependent on revenue from state Safety Realignment funding
5. Project Annual Cost
 - a. Salary & Benefits Costs: \$200,384.00
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: \$200,384.00
 - d. Net cost to General or other fund: _____
6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications
 - a) No future costs
 - b) The department has committed to this position to outside funders.
 - c) The department will lose significant grant funding.
 - d) The department will be viewed as untrustworthy partners for
 - e) No organizational implications
7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.
There are no other alternatives.
8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted
9. How will the project position(s) be filled?
 - a. Competitive examination(s)
 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY