

POSITION ADJUSTMENT REQUEST

NO. 25986
DATE 6/8/2022

Department Health Services
Agency No. 18

Department No. /
Budget Unit No. 0860 Org No. 6125, 6109, 6121, 6115

Action Requested: Add one (1) PFT Registered Nurse (VWXG) position (org # 6125), add one (1) PFT Clerical Supervisor (JWHF) position (org # 6109), and three (3) PFT Clerk – Experienced Level (JWXB) positions (org # 6125, 6121, 6115) in Contra Costa Health Plan (CCHP) within the Health Services Department. (All represented)

Proposed Effective Date: 7/1/2022

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

Total One-Time Costs (non-salary) associated with request: _____

Estimated total cost adjustment (salary / benefits / one time):
Total annual cost increase \$666,830 Net County Cost _____
Total this FY \$666,830 N.C.C. this FY _____

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: 100% HMO Enterprise Funds

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

Lauren Jimenez

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for 6/30/2022

Deputy County Administrator Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE _____

Amend Resolution 7117 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.
Effective: Day following Board Action.
 _____ (Date)

(for) Director of Human Resources Date

COUNTY ADMINISTRATOR RECOMMENDATION:

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: Approve recommendation of Department

(for) County Administrator

DATE 7/6/2022

Timothy Ewell

BOARD OF SUPERVISORS ACTION:
Adjustment is APPROVED DISAPPROVED

Monica Nino, 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: