

POSITION ADJUSTMENT REQUEST

C.43

NO. 22331
DATE 7/17/2018

Department No./

Department HEALTH SVCS - Contra Costa Health Plan Budget Unit No. 0860 Org No. 6106 Agency No. A18

Action Requested: Add one permanent full-time Quality Management Program Coordinator (VRHA) position at salary plan and grade ZA5-1961 (\$8,560.16 - \$10,404.93) and cancel one vacant permanent full-time Health Services Administrator-Level B (VANG) position #14682 at salary plan and grade ZB2-1323 (\$4,688.97 - \$7,683.43) in the Health Services Department. (All represented)

Proposed Effective Date: 8/1/2018

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

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

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

Total annual cost \$48,007.23 Net County Cost \$0.00
Total this FY \$44,006.63 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% CCHP Member Premiums

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

Mary Dunn

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Susan Smith

8/1/2018

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE

Exempt from Human Resources review under delegated authority.

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

Effective: [x] Day following Board Action.
[] (Date)

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

8/2/18

- [] Approve Recommendation of Director of Human Resources
[] Disapprove Recommendation of Director of Human Resources
[x] Other: Approve as recommended by the Department.

/s/ Julie DiMaggio Enea

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED [x] DISAPPROVED []

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

DATE August 7 2018

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: