

POSITION ADJUSTMENT REQUEST

C.40

NO. 25866
DATE 12/17/2021Department Health ServicesDepartment No./
Budget Unit No. 0860 Org No. 6125 Agency No. A18

Action Requested: Add one (1) Deputy Executive Director, Contra Costa Health Plan- Exempt (VCD2) (unrepresented); add one (1) part-time (32/40) Medical Director – Exempt (VCA2) (unrepresented); add one (1) Medical Social Worker II (X4VH) position (represented); add one (1) Administrative Services Assistant III (APTA) (represented); add two (2) Registered Nurse (VWXG) positions (represented); add one (1) Health Plan Authorization Representative (VRTA) position (represented); and, add one (1) Clerk-Senior Level (JWXC) position (represented) in the Health Services Department.

Proposed Effective Date: 1/12/2022Classification 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 \$1,768,431.93Net County Cost \$0.00Total this FY \$736,846.66N.C.C. this FY \$0.00SOURCE OF FUNDING TO OFFSET ADJUSTMENT CCHP Member Premiums, CCHP ECM revenue and CalAIM funding

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

Mary Jane De Jesus-Saepharn

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Kaityn Jeffus for

12/28/2021

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: ☒ Day following Board Action.☐ _____(Date)

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 1/6/2022☐ Approve Recommendation of Director of Human Resources☐ Disapprove Recommendation of Director of Human Resources

Enid Mendoza

☒ Other: Approve as recommended by the Department.

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ DISAPPROVED ☐Monica Nino, Clerk of the Board of Supervisors
and County AdministratorDATE January 11, 2022BY 

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: