

POSITION ADJUSTMENT REQUEST

C.41

NO. 25867
DATE 12/22/2021Department Health Services Department

Department No./

Budget Unit No. 0450 Org No. 5754 Agency No. A18

Action Requested: Add three (3) Homeless Services Specialist (V9SD) positions, add six (6) Community Health Worker Specialist (VKTA) positions, add one (1) Director of Safety and Performance Improvement (VWFA), and add one (1) Health Services Information Systems Specialist (LBTB) position in the Public Health Division of the Health Services Department. (Represented)

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 \$1,426,730.00Net County Cost \$0.00Total this FY \$594,471.00N.C.C. this FY \$0.00SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% funded by Contra Costa Health Plan (CCHP) revenues

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

Kaitlyn Jeffus for

12/28/2021

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS
Exempt from Human Resources review under delegated authority

DATE _____

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
☒ Other: _____

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED ☒~~xxxxxxMonica 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: