Board of Supervisors

From: David Twa, County Administrator

Date: July 24, 2018

To:

Subject: Add and Cancel positions in the County Administrator's Office



Contra Costa County

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22324 to add one (1) Labor Relations Assistant (AD7C) (unrepresented) position at salary plan and grade B85 1308 (\$4,486-\$5,453) and cancel one (1) Secretary - Advanced (J3TG) (represented) position #14795 in the County Administrator's Office; and add one (1) Management Analyst (ADVB) (unrepresented) position at salary plan and grade B85 1434 (\$5,603-\$7,508) in the County Administrator's Office, Office of Re-entry and Justice.

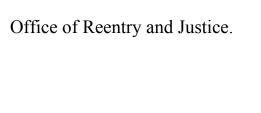
FISCAL IMPACT:

The total annual cost of the board action will be \$102,355, with pension costs totaling \$34,800. The cost will be covered almost entirely by AB-109 funding (99.2%) and the remaining 0.2% covered by the General Fund.

BACKGROUND:

The requested action reflects the increased level of work for Labor Relations as well as the

✓ APPROVE	OTHER
▼ RECOMMENDATION OF CNTY ADMINISTRATOR	
Action of Board On: 07/24/2018 APPROVED AS RECOMMENDED OTHER	
Clerks Notes:	
VOTE OF SUPERVISORS	
AYE: John Gioia, District I Supervisor Candace Andersen, District II Supervisor Diane Burgis, District III Supervisor Karen Mitchoff, District IV Supervisor Federal D. Glover, District V Supervisor Contact: Lisa Driscoll, (925)	I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown. ATTESTED: July 24, 2018 David Twa, County Administrator and Clerk of the Board of Supervisors By: June McHuen, Deputy
335-1023	



BACKGROUND: (CONT'D)

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Labor Relations Unit and the Office of Re-entry and Justice will not have appropriate staff to meet the increased work demand.

ATTACHMENTS

P300 22324