



**Contra
Costa
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: March 31, 2015

Subject: Add one EHSD Division Manager (XADD) full time position in Children and Family Services

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 21629 to add one Employment and Human Services Division Manager (XADD) (represented) position and at salary plan and grade ZA2 1841 (\$6,890-\$8,820) in the Employment and Human Services Department, Children and Family Services Bureau.

FISCAL IMPACT:

Upon approval of this position the total annual cost for salary and benefits will increase by \$155,164. There will be no Net County cost increase. Total annual pension cost is \$18,532. This position will be funded 45% Federal revenue and 55% State revenue.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **03/31/2015** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: Candace Andersen, District II
Supervisor
Mary N. Piepho, District III
Supervisor
Karen Mitchoff, District IV
Supervisor

ABSENT: John Gioia, District I
Supervisor
Federal D. Glover, District V
Supervisor

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: March 31, 2015

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

By: Chris Heck, Deputy

Contact: Anne Crisp (925)
313-1527

BACKGROUND:

Division Managers in the Children & Family Services Bureau are responsible for the administration and operations for the program. The State requires a multi-system, multi-disciplinary approach and the development of a System of Care. Every year, child welfare programs have experienced new laws, regulations and initiatives pertaining to child safety and welfare. For example, in 2012 foster care was extended to allow youth to remain in foster care until age 21, and recently in 2015 the State assigned the responsibility for the population of Commercial Sexually Exploited Children to Child Welfare. The department is requesting an additional Division Manager to oversee the newly state mandated Continuous Quality Improvement process, and to ensure implementation of state Child and Family Services Reviews (CFSR), as well as to ensure that Children and Family Services (CFS) policies and protocols are up-to-date and accurate. Also, the Division Manager will be assigned special projects and will participate on EHSD's Strategic Initiatives and goals to advance the workforce.

CONSEQUENCE OF NEGATIVE ACTION:

If this EHS Division Manager position is not added the Department will have insufficient staff to effectively oversee all of the administrative mandates required in Children and Family Services to monitor compliance, quality control and participation in oversight of the System Improvement Plan to ensure that children are safe and receiving appropriate services.

CHILDREN'S IMPACT STATEMENT:

In 2015 the State assigned the responsibility for the population of Commercial Sexually Exploited Children to Child Welfare. The requested position will ensure that children are safe and receiving appropriate services, oversee the newly state mandated Continuous Quality Improvement process, and to ensure implementation of state Child and Family Services Reviews (CFSR), as well as (CFS) policies and protocols are up-to-date and accurate.

ATTACHMENTS

P-300 #21629