



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services
Date: March 31, 2015

Subject: Add and Cancel positions in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 21642 to add three (3) Community Health Worker II (VKVB) positions at salary plan and grade level QT5-1043 (\$3,035 - \$3,689) and cancel vacant Clerk-Senior Level (JWXC) positions #9551 and #9748, and vacant Clerk-Experienced Level (JWXB) position #8874 in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, this action has an annual cost savings of approximately \$555.00.

BACKGROUND:

The Health Services Department is requesting three Community Health Worker II positions assigned to the Women, Infants and Children (WIC) Program within the Public Health Division to improve efficiency in serving its clients. WIC Program provides checks for nutrition, nutrition education, referrals to health and human services and breastfeeding support. Duties of Community Health Workers include providing assistance to Home Economists and Public Health Nutritionists in health education and program enrollment. Utilizing this classification will significantly reduce "wait times" for clients as Community

☒ 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: Jo-Anne Linares,
957-5240

cc:

Health Workers are able to perform intake, health education and referral functions within their scope. Hence, the vacant clerical positions no longer meets the operational needs of the program.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the WIC program will continue to run inefficiently, which may negatively impact client services.

CHILDREN'S IMPACT STATEMENT:

N/A

ATTACHMENTS

P-300 #21642