



**Contra
Costa
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: July 21, 2015

Subject: Add one (1) Eligibility Work Supervisor I for the Workforce Services Bureau of EHSD

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 21688 to add one (1) Eligibility Work Supervisor I (XHHA) (represented) position, allocate to salary schedule KXX 1506 (\$4,788-\$6,114) in the Workforce Services Bureau of the Employment and Human Services Department.

FISCAL IMPACT:

Upon approval, this position will result in an increase of annual salary of \$107,003. This position will be funded 45% Federal revenue, 45% State revenue, and 10% County Cost.

The annual pension cost is \$22,836.

BACKGROUND:

The Employment and Human Services Department requests to add one permanent full time Eligibility Work Supervisor I position in the Medi-Cal Service Center (MCSC) of the Workforce Services Bureau. The Eligibility Work Supervisor I positions are necessary due to the increase in staff the County is currently hiring. This staff will be hired and trained to maintain and determine

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **07/21/2015** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ABSENT: 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: July 21, 2015

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

By: Chris Heck, Deputy

Contact: Roxana Mendoza
313.1672

BACKGROUND: (CONT'D)

eligibility for the high number of new applications and ongoing cases throughout the County. At the beginning of implementation of the Affordable Care Act, the caseload at the MCSC was 65,485. The caseload at the end of April 2015 was 118,734. The increase occurred over the past 16 months adding new cases to the caseload at a rate of 3,328 cases per month. Additionally, the Eligibility Work Supervisor I will be responsible for monitoring the work and performance of Eligibility Workers who provide benefits to the community, and will be responsible for keeping the Eligibility Workers informed of policy changes to the various programs offered.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Department will have insufficient staff to maintain and determine eligibility for the new applications and ongoing cases throughout the County. This will put the County population at risk.

CHILDREN'S IMPACT STATEMENT:

N/A

ATTACHMENTS

P-300 #21688