



# Contra Costa County

To: Board of Supervisors  
From: David Twa, County Administrator  
Date: June 9, 2015

Subject: Decrease Position Hours of One Senior Management Analyst Position

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## **RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 21673 to decrease the hours of one (1) Senior Management Analyst (ADTD) (unrepresented) position (#3819), at salary plan and grade B85 1585 (\$5,193.02 - \$6,959.14) from 40/40 to 32/40, in the County Administrator's Office.

## **FISCAL IMPACT:**

Upon approval, this action will result in annual cost savings of approximately \$18,850, including pension cost savings of about \$4,580. (100% General Fund)

## **BACKGROUND:**

The County Administrator's Office is requesting this position hour adjustment to accommodate a full-time employee's request to work a part-time 32/40 schedule. The office has determined that the 20% position hour decrease is feasible and will have a minimal impact on the office's ongoing operational needs.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **06/09/2015** ☒ 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: June 9, 2015

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

By: Chris Heck, Deputy

Contact: Enid Mendoza, (925)  
335-1039

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the County Administrator's Office will not be able to meet the position hour needs of its staff and will pay full-time retirement costs to an employee working part-time.

CHILDREN'S IMPACT STATEMENT:

Not applicable

ATTACHMENTS

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