



**Contra
Costa
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: December 8, 2015

Subject: Add one Social Service Program Assistant and cancel one EW Specialist position

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 21766 to add one (1) Social Services Program Assistant (XOSA) (represented) position at Salary Plan and Grade 255 1384 (\$4,381-\$5,326) and cancel one (1) Eligibility Work Specialist (XHTB) (represented) position #4485 at Salary Plan and Grade 255 1334 (\$4,170 - \$5,068) in the Employment and Human Services Department, Foster Care Division of the Children and Family Services Bureau.

FISCAL IMPACT:

Upon approval of this position will increase annual personnel expenses by \$5,067. The position is funded 45% Federal revenue, 45% State revenue, and 10% County cost. The annual pension cost increase is \$1,774.

BACKGROUND:

The Department requests to add one Social Service Program Assistant (XOSA) position and cancel one Eligibility Work Specialist (XHTB) position #4485 in the Foster Care Division

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/08/2015** ☒ 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
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: December 8, 2015

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

By: June McHuen, Deputy

Contact: Anne Crisp (925)
313-1527

of the Children and Family Services Bureau. Social Service Program Assistants (SSPA) in Foster

BACKGROUND: (CONT'D)

care determine eligibility and grant benefits for Foster Care and related benefits programs including KinGap, Adoption Assistance and ongoing MediCal for children transitioning home. SSPAs manage caseloads with multiple programs. ensure the child receives services in a timely manner through foster care payments issued to the providers. In addition, the SSPAs manage the child's MediCal needs for therapeutic and medical interventions which affect the ability to maintain stable placements for our dependent children. These are mandated services in order for Child Welfare to meet "reasonable efforts" findings in court hearings. From 2009-2014 the workload for cases per SSPA increased by 24%. This was a result of an increase in children entering foster care and staying in foster care placements past their 18th birthday due to AB12 laws. Probation cases in the last year have increased by 51% from 79 in 2013 to 120 in 2014.

CONSEQUENCE OF NEGATIVE ACTION:

If this position is not added the Department will have insufficient staff at the appropriate classification level to process in a timely manner and maintain the services for Foster Care eligibility caseloads.

CHILDREN'S IMPACT STATEMENT:

These positions will provide the Department with the additional staff to provide foster children and youth with access to needed foster care and social services. These services are critical to support (1) Children Ready for and Succeeding in School; Children and Youth Healthy and Preparing for Productive Adulthood; and (5) communities that are Safe and provide a High Quality of Life for Children and Families.

ATTACHMENTS

P-300 #21766