



Contra  
Costa  
County

To: Board of Supervisors  
From: Jessica Hudson, County Librarian  
Date: January 5, 2016

Subject: Cancel One (1) Clerk-Experienced Position and Increase the Hours of One (1) Clerk Experienced Position

### **RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 21784 to cancel one (1) part-time (20/40) Clerk-Experienced Level (JWXB) (represented) vacant position No. 11661 at salary plan and grade 3RH 0750 (\$2,794 - \$3,466) and increase the hours of one (1) part-time (20/40) Clerk-Experienced Level (JWXB) (represented) vacant position No. 11727 to full-time (40/40) at salary plan and grade 3RH 0750 (\$2,794 - \$3,466) at the Library Department, Pittsburg Library.

### **FISCAL IMPACT:**

Upon approval, this action will result in an annual cost savings to the Library Fund of approximately \$12,336. No fiscal impact to the County General Fund. This position is funded in the Library budget.

### **BACKGROUND:**

As part of a budget strategy to reduce benefits costs and to increase our competitive ability to fill vacant positions, the Library carefully evaluated the possibility of merging part-time positions into full-time positions and determined that it could make these position changes at the Pittsburg Library. Canceling one part-time Clerk-Experienced Level position and

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **01/05/2016** ☒ 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: January 5, 2016

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

Contact: Michelle McCauley,  
(925) 927-3202

By: Chris Heck, Deputy

increasing the hours of another part-time Clerk-Experienced Level position will result in a net savings of \$12,336 annually.

**CONSEQUENCE OF NEGATIVE ACTION:**

If these position changes are not implemented, the Library will not realize a cost savings and will remain competitively disadvantaged in filling its vacant positions.

## ATTACHMENTS

P300 21784 Add/Cancel Clerk Exp in  
Library