



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services
Date: March 15, 2016

Subject: ADD One (1) Health Services Administrator – Level C in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 21838 to add one (1) permanent full-time Health Services Administrator – Level C (VANH) (represented) position at salary level ZB2-1723 (\$6,315.00 - \$7,694.22) in the Health Services Department.

FISCAL IMPACT:

Upon approval, this action will result in an approximate annual increased costs of \$149,880, including estimated pension cost of \$32,777. Funding is 100% reimbursable from Affordable Care Act Revenue.

BACKGROUND:

Contra Costa Health Plan (CCHP) has added approximately 40,000 new members since January 1, 2014, and continues to grow at a rate of 3,000 to 5,000 new members each month. This expansion resulted in the need to rapidly increase the CCHP provider network in order to provide timely healthcare services to these new members.

To accommodate this rapid growth, the Health Services Finance Administration Unit restructured the Contracts and Grants Unit managing and administering all activity

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/15/2016** ☒ 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: March 15, 2016

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

Contact: Melissa Carofanello -
melissa.carofanello@hsd.cccounty.us - 925-957-5248

By: Chris Heck, Deputy

cc:

BACKGROUND: (CONT'D)

related to the provider network expansion. This position would manage and oversee all contract-related activity associated with the provider network expansion including being able to effectively communicate with health care providers, the County Administrator's Office, and County Counsel to facilitate the execution of numerous network provider contracts in a manner that will allow CCHP to maintain its ability to address the needs of its membership in a timely manner. The incumbent would report directly to the Health Services Chief Operating Officer and Chief Financial Officer.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Health Services Finance Division will not be able to manage and monitor its contractual agreements, budgets and service plans effectively.

CHILDREN'S IMPACT STATEMENT:

Not applicable.

ATTACHMENTS

P300 No. 21838