



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services
Date: March 29, 2016

Subject: ADD one (1) Mental Health Housing Services Coordinator position and cancel one (1) part time Clerk – Experienced Level

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 21843 to add one (1) Mental Health Housing Services Coordinator (VQHL) position at salary plan and grade level ZA5 – 1699 (\$5,985 – \$7,275) and cancel one (1) vacant permanent part time Clerk – Experienced level (JWXB) at salary plan and grade level 3RH - 0750 (\$2,794 - \$3,466) position # 9558 in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, this action has an annual cost of approximately \$98,784, which includes approximately \$23,609 in pension costs. Costs will be 100% funded by Homeless Program Fund.

BACKGROUND:

The Health Services Department is requesting to add Mental Health Housing Services Coordinator assigned to the Behavioral Health Division. The primary responsibility will include providing training, compliance, and support to Supportive Housing Programs and Board and Care Housing for all of the consumers/clients of the Behavioral Health Division

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/29/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

ABSENT: Mary N. Piepho, District III Supervisor

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

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 29, 2016

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

By: Chris Heck, Deputy

cc:

to include both Substance Abuse and Mental Health programs. This positions

BACKGROUND: (CONT'D)

will provide critical housing information and coordinator to an at risk population. The Department has determined that the vacant part time Clerk – Experienced Level position is no longer needed and a Mental Health Housing Services Coordinator will better meet its operational needs.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Behavioral Health Division will not be able to provide the critical housing service to its at risk populations.

CHILDREN'S IMPACT STATEMENT:

Not applicable.

CLERK'S ADDENDUM

*Speaker: Catherine Rettagliata, resident of Danville. CORRECTED to READ:
ADOPT Position Adjustment Resolution No. 21843 to add one Mental Health Housing
Services Coordinator and cancel one part time Clerk Experienced Level position
(represented) in the Health Services Department (~~100% Mental Health Realignment
Fund~~) (100% Homeless Program)*

ATTACHMENTS

P300 No. 21843 HSD