



**Contra  
Costa  
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: August 2, 2016

Subject: Add one Social Casework Assistant and Cancel one Children Services Aide in EHSD

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**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 21875 to add one (1) Social Casework Assistant (XDVB) (represented) position at Salary Plan and Grade 255 1434 (\$4,604--\$5,596) and cancel one (1) Children Services Aide (XDWB) (represented) vacant position #13576 at Salary Plan and Grade 2D5 0850 (\$2,582—\$3,138) in the Children and Families Services Bureau of the Employment and Human Services Department.

**FISCAL IMPACT:**

Upon approval of this position there is an additional annual cost of \$28,839. This position is funded with 42% Federal and 48% State revenue and 10% County Funds. The annual pension costs is approximately \$19,338.

**BACKGROUND:**

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **08/02/2016** ☒ 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: August 2, 2016

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

By: Chris Heck, Deputy

Contact: Cheryl Morse (925)  
313-1558

The Assembly Bill 938

### BACKGROUND: (CONT'D)

- Chapter 261, Sections 309 and 628 of the Welfare and Institutions Code was amended to improve outcomes for children in foster care. Assembly Bill 938 requires when a child is removed from his or her parents the child's social worker or probation officer must identify and locate the child's relatives within 30 days. (Approved by Governor Brown, October 11, 2009). In addition, Assembly Bill 938 implements federal requirements that seek to ensure children who have been removed from their parents can still be cared for by relatives. The department has assessed that the job duties to be performed are within the Social Casework Assistant classification, and not the Children's Services Aide classification. Based on the job duties to be performed, the department's request to cancel a current vacant Children's Services Aide position and add one Social Casework Assistant position is appropriate. The Social Casework Assistant will be responsible for researching multiple databases for prospective adult relatives for notification and possible relative placement, coordinating with social workers, professionals and other parties related to the case in order to attempt to maintain the child with the child's family.

### CONSEQUENCE OF NEGATIVE ACTION:

If the Social Casework Assistant position is not added, the Children and Family Services Bureau will not have sufficient staff to comply with Assembly Bill 938 requirements of contacting possible relatives for placement of children removed from their parents or temporary home.

### CHILDREN'S IMPACT STATEMENT:

A Social Casework Assistant working with families who find themselves in the foster care system requires the ability to engage and assess the family, as well as the ability to deescalate situations. The outcomes supported are: (2) Children and Youth Healthy and Preparing for Productive Adulthood; (4) Families that are Safe, Stable and Nurturing; and (5) Communities that are Safe and Provide a High Quality of Life for Children and Families.

### ATTACHMENTS

P300 No. 21875 EHSD