



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: August 9, 2016

Subject: Increase the work hours for (1) Eligibility Worker III position from 32/40 to 40/40 in EHSD/Workforce Services Bureau

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 21878 to increase the hours of one (1) Eligibility Worker III (XHTB) (represented) position no. 4550 from part time (32/40) to full time (40/40) at Salary Plan and Grade 255 1334 (\$4,170 - \$5,068) in the Workforce Services Bureau of the Employment and Human Services Department.

FISCAL IMPACT:

Upon approval this transaction will result in an additional annual expense of \$20,550. This position will be funded 42% Federal revenue, 48% State revenue, and 10% County cost. The annual pension cost increase is estimated at about 2,572.

BACKGROUND:

Eligibility Worker III position #4550 is a vacant position and is designated part time at 32/40 work hours. Eligibility Worker IIIs are responsible for managing and granting eligibility on CalFresh and Medi-Cal cases. In review of the workloads in the Medi-Cal units, the Department has determined that increasing the work hours for this position will

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/09/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I
Supervisor
Mary N. Piepho, District III
Supervisor
Karen Mitchoff, District IV
Supervisor
Federal D. Glover, District V
Supervisor

ABSENT: Candace Andersen, District II
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 9, 2016

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

By: Chris Heck, Deputy

Contact: Michelle Fregoso (925)
313-1568

help fill the vacancy and help alleviate the Medi-Cal backlog.

CONSEQUENCE OF NEGATIVE ACTION:

If work hours for position #4550 are not increased, the Department may have difficulty filling the position and will not have the sufficient full-time staff to process and maintain CalFresh and Medi-Cal cases in a timely manner that potential could impact the public negatively.

CHILDREN'S IMPACT STATEMENT:

The additional hours will provide the Department with the staff critical to support 3) Families that are Economically Self Sufficient, 4) Families that are Safe, Stable and Nurturing.

ATTACHMENTS

P300 No. 21878 EHSD