



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services
Date: August 2, 2016

Subject: Add two (2) full-time positions in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 21893 to add two (2) full-time Health Education Specialist (VMWD) positions at salary level and grade TC5-1207 (\$3,825-\$4,649) in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, this action will have an annual cost of approximately \$192,316 which includes \$39,607 in pension costs. The cost will be a 100% offset from Federally Qualified Health Care (FQHC) revenues.

BACKGROUND:

The Public Health Clinic Services of the Health Services Department provide a variety of low or no-cost services in our health centers, mobile clinics and at public schools. The two Health Education Specialists to be added will provide support in School Based Health Center clinics serving school-age students up to 19 years of age. The Health Education Specialists will assist in implementing educational and health promotion activities. The incumbents will also

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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: Arlene J. Lozada
(925)957-5269

cc:

BACKGROUND: (CONT'D)

assist in planning, conducting, and evaluating the health education and health prevention aspects of departmental programs. Duties include conferring with and advising staff on health education and preventative health principles and techniques of community organization. Undertaking health promotion activities will entail reviewing publications for educational suitability, maintaining and distributing health educational materials to the staff and the general public, and publicizing health programs and services through various media. In addition, the Health Education Specialists will conduct needs assessments and prepare reports on health education services and educational programs. Clinic Services will be expanding its School Based Health Center Services in Brentwood (two Middle Schools and two High Schools) under the Liberty Union High School District. Due to this expansion, the Department determined that adding the two Health Education Specialist positions is appropriate.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, program deliverables and requirements will not be accomplished due to staffing shortage.

CHILDREN'S IMPACT STATEMENT:

Not applicable

ATTACHMENTS

P300 No. 21893 HSD