



**Contra  
Costa  
County**

To: Board of Supervisors  
From: William Walker, M.D., Health Services  
Date: August 16, 2016

Subject: Add four (4) permanent positions in the Health Services Department

**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 21904 to add positions in the following represented classifications in the Health Services Department:

- One (1) Health Services Planner/Evaluator-Level B (VCXD) at salary level ZB2-1323 (\$4,419-\$7,242),
- One (1) Public Health Mobile Clinic Operator (VMTB) at salary level TB5-1160 (\$3,650-\$4,437),
- One (1) Public Health Nurse Program Manager (VWHL) at salary level ZA5-1989 (\$8,902-\$10,821), and
- One (1) Public Health Program Specialist I (VBSD) at salary level ZA5-1602 (\$5,655-\$6,873)

**FISCAL IMPACT:**

Upon approval, this action has an annual cost of approximately \$723,343, which includes \$161,012 in pension costs. The cost will be funded with 83% Health Care for the Homeless Grant and 17% offset from Federally Qualified Health Care (FQHC) revenues.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/16/2016** ☒ 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 16, 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:

The Health Services Department has a Dental Program that provides a variety of low or no-cost dental services in our health centers and mobile clinics. Dental examinations including cleanings, fluoride treatments, fillings and sealants are available to low income families and homeless individuals in our community.

The Dental Program was awarded a grant to expand oral health services in Contra Costa County. As a recipient of this grant, the Health Services Department is expected to serve both new and existing patients. In addition, the grant requires that the percentage of health center patients who receive dental services at the health centers be increased. To meet the requirements of the grant, the Department determined that adding the four positions comprised of the Public Health Planner/Evaluator-Level B, the Public Health Nurse Program Manager, Public Health Program Specialist I, and the Public Health Mobile Clinic Operator is necessary. Incumbents of these positions will be assigned in the Health Care for Homeless (HCH) Program providing duties and responsibilities based upon their job assignments such as administration, outreach and clinical support. The Public Health Planner/Evaluator-Level B and the Public Health Program Specialist I will support the development, implementation and management of the HCH Co-Applicant Board, a new Federal requirement for the Health Care for the Homeless Program. The Department will be required to oversee the board, coordinate meetings, compile and provide statistical data to appropriate regulatory bodies.

## CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Department will not have the proper resources and staff needed to be in compliance with Federal mandates including requirements to maintain the Health Care for the Homeless grant.

## CHILDREN'S IMPACT STATEMENT:

Not applicable.

## ATTACHMENTS

P300 No. 21904 HSD