



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: September 27, 2016

Subject: Add 19 Social Worker III, 14 Social Casework Assistant, and 2 Children's Services Clerical Specialist in CFS EHSD

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 21928 to add nineteen (19) Social Worker III (XOVB) (represented) full time positions at Salary Plan and Grade 255 1618 (\$5,524-\$6,714) in the Employment and Human Services Department, Children and Families Services Bureau.

ADOPT Position Adjustment Resolution No. 21929 to add fourteen (14) Social Casework Assistant (XDVB) (represented) full time positions at Salary Plan and Grade 255 1434 (\$4,604 - \$5,596) in the Employment and Human Services Department, Children and Families Services Bureau.

ADOPT Position Adjustment Resolution No. 21930 to add two (2) Children's Services Clerical Specialists (J9SC) (represented) full time positions at Salary Plan and Grade 3R5 1092 (\$3,412 - \$4,802) in the Employment and Human Services Department, Children and Families Services Bureau.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/27/2016** ☒ 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: September 27, 2016

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

By: June McHuen, Deputy

Contact: Holly Trieu (925)
313-1560

cc: Holly Trieu

FISCAL IMPACT:

Approval of Position Adjustment Resolution No. 21928 will have an annual cost of approximately \$2,252,222. The positions are funded 42% Federal revenue and 58% State revenue. The estimated annual pension costs are \$461,035.

Approval of Position Adjustment Resolution No. 21928 will have an annual cost of approximately \$1,418,858. The positions are funded 42% Federal revenue and 58% State revenue. The estimated annual pension costs are \$283,136.

Approval of Position Adjustment Resolution No. 21930 will have an annual cost of approximately \$158,182. The positions are funded 42% Federal revenue and 48% State revenue, and 10% County fund. The estimated annual pension costs are \$29,982.

BACKGROUND:

The Continuum of Care Reform (CCR) passed by the State Legislature in 2015 is a major initiative with a significant workload impact. In order to comply with the mandates of this legislation, we will need to build an infrastructure for a robust service delivery model which includes children and family team meetings to reduce congregate care, recruitment and family finding program in order to place children in family setting and small family home setting.

To meet this new state initiative and improve business practices, the Children & Family Services Bureau (CFS) plans to add nineteen (19) Social Worker III positions. This increase in critical staff positions ensures our most vulnerable children and families are served safely and efficiently. In addition, it is essential to create and maintain the highest possible resources for service delivery to families.

CFS also plans to add fourteen (14) Social Casework Assistant positions in order to perform services such as visitation supervision, parent training, home visits, and transportation; all of which are mandated services for Child Welfare to provide in order to meet the "reasonable efforts" findings in court hearings. These services are necessary to ensure the agency meets our legal obligation to assist families in meeting the needs of their children to return home or to remain home safely. Social Casework Assistants will perform these functions for the agency allowing social workers to focus on family service delivery and risk assessment.

Two (2) Children's Services Clerical Specialist positions are being added to cover the entire Children & Family Services Bureau county-wide and are assigned in each of the operational offices with some current positions "floating" to other offices when the demands become exceptionally high in one office. The placement trend has continued to increase with more children entering care and moving from one placement to another. The Children's Services Clerical Specialist position prepares, collects, reviews and processes a variety of specialized children's services forms and documents from the

social work staff for foster care payment processing required by eligibility, ensures all records are processed in a timely manner to meet State and Federal mandated time-frames and functions as a liaison between social work staff placing children and eligibility staff providing payments to caregivers.

CONSEQUENCE OF NEGATIVE ACTION:

The creation of the listed position are essential to comply with the Continuum of Care Reforms. If the positions are not create the County may be unable to provide necessary services to return to their families and provide the familes needed support services. This would result with the County at risk of not being in compliance with Federal mandates of state Title IV-B and IV-E program requirements.

CHILDREN'S IMPACT STATEMENT:

The recommendation supports the following children's outcomes: Families that are Safe, Stable and nuturing.

ATTACHMENTS

P300 No. 21928 EHSD

P300 No. 21929 EHSD

P300 No. 21930 EHSD