



**Contra  
Costa  
County**

To: Board of Supervisors  
From: William Walker, M.D., Health Services  
Date: October 18, 2016

Subject: Increase and decrease hours of two (2) positions in the Health Services Department.

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**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 21972 to increase the hours of (1) Community Health Worker I-Project (VKW1) position #11350 from 20/40 to 28/40 at salary level TC5-0933 (\$2,915-\$3,214) and decrease hours of one (1) Community Health Worker II (VKVB) position #8449 from 40/40 to 32/40 and its incumbent at salary level TC5-1043 (\$3,251-3,951) in the Health Services Department. (Represented).

**FISCAL IMPACT:**

Upon approval, this action has annual cost savings of approximately \$2,601 to FQHC and Teenage Pregnancy Prevention Grant funded programs.

**BACKGROUND:**

Occasionally, incumbents of certain positions submit a request to their manager to reduce or increase their position hours. The manager then evaluates the request based on division operation requirements and program service needs. Public Health Clinic Services received

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **10/18/2016** ☒ 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: October 18, 2016

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

By: June McHuen, Deputy

Contact: Arlene J. Lozada  
(925)957-5269

cc:

said requests from two community health workers. In this case, position #11350 is in the Community Health Worker I-Project classification to be increased from 20/40 to 28/40 hours, while position #8449 is a Community Health Worker II merit system classification to be decreased from 40/40 to 32/40 hours. The Division supports the requests as stated, even though the incumbent of position #11350 has recently transferred to another position in the department. The Health Services Department is therefore submitting this item to have changes made to the hours associated with the corresponding positions and incumbent.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the department will not be able to fulfill the request of the incumbent and support the operational need confirmed by the division manager.

CHILDREN'S IMPACT STATEMENT:

Not applicable.

ATTACHMENTS

P300 No. 21972 HSD