



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services Director
Date: June 20, 2017

Subject: Reclassify Public Health Program Specialist I position to Public Health Program Specialist II in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22072 to reclassify one (1) Public Health Program Specialist I (VBSD) (represented) position #11982 and its incumbent at salary plan and grade level ZA5-1602 (\$5,655 - \$6,873), to Public Health Program Specialist II (VBND) (represented) at salary plan and grade level ZA5-1711 (\$6,299 - \$7,657) in the Health Services Department.

FISCAL IMPACT:

Upon approval, this action has an annual cost of approximately \$13,818 with pension costs of \$3,337 already included. This cost is offset entirely with grant revenues.

BACKGROUND:

The Health Services Department is requesting the reclassification of Public Health Program Specialist I position #11982 and its incumbent to Public Health Program Specialist II. Based on the job duties and responsibilities, the Department has determined that Public Health Program Specialist II is the appropriate classification level for the work performed at the desk. The incumbent has primary responsibility for directing the daily operations of the Senior Nutrition

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **06/20/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, 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: June 20, 2017

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

By: Rolanda Hartfield, Deputy

Contact: Jo-Anne Linares,
(925) 957-5240

BACKGROUND: (CONT'D)

Program which provides over 595,000 meals annually to Senior Citizens county-wide through a network of 17 Senior Centers and 93 Meals on Wheels routes five days a week. This program also provides meals to persons with AIDS. This position has direct involvement with agencies in their daily operations due to the severe consequences associated with providing food to an aging population and others with compromised immune systems.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the incumbent will not be classified and compensated appropriately.

ATTACHMENTS

P300 No. 22072 HSD