



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Dianne Dinsmore, Human Resources Director  
Date: September 12, 2017

Subject: Establish the classification of Clerk Beginning Level - Project for Bridge to Success Program

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**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 22143 to establish the classification of Clerk Beginning Level-Project (JWX9) (represented) on the salary schedule at salary plan and grade 3R5 0693 (\$2,368 - \$2,880) and add two (2) positions in the Library Department.

**FISCAL IMPACT:**

Upon approval, this action will result in an annual cost increase of approximately \$111,798.00, including \$18,186 for pension. No fiscal impact to the County general fund. These positions are funded in the Library budget.

**BACKGROUND:**

The Bridge to Success (BTS) program is an alternate employment process for persons with developmental disabilities. It is designed to minimize the adverse impact of the traditional selection process providing an alternate means of assessing the qualification and skills of job applicants with disabilities. This two-year proposed pilot is modeled on a similar program in place in Alameda County, which has shown great success in diversifying their workforce. This program is possible due to a partnership with local Community Based Organizations serving individuals with developmental disabilities who will assist the

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **09/12/2017** ☒ 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: September 12, 2017

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

By: June McHuen, Deputy

Contact: Eldreai Ellis (925)  
335-1715

cc: Eldreai Ellis

County Human Resources Department in identifying

### BACKGROUND: (CONT'D)

and assisting applicants through both the selection process and will also assist the participating departments and candidates with post-hire job coaching. In order for an individual to participate in this program, the individual must meet the definition of an individual with a disability, as defined by the Fair Employment and Housing Act, and be certified eligible by a Department of Rehabilitation Counselor as having a developmental disability. Candidates must successfully demonstrate their ability to perform the essential functions of the job with or without a reasonable accommodation, in order to successfully complete their BTS evaluation.

### CONSEQUENCE OF NEGATIVE ACTION:

If these positions are not added, the Library Department will not be able to participate in the Bridge to Success project.

### ATTACHMENTS

AIR 30578 P300 22143