



**Contra
Costa
County**

To: Board of Supervisors
From: William Walker, M.D., Health Services
Date: August 15, 2017

Subject: Add and cancel positions in the Health Services Department.

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22132 to add one (1) permanent full-time Quality Management Program Coordinator (VRHA) position at salary grade ZA5-1961 (\$8,310-\$10,101) and cancel one (1) vacant permanent full-time Health Plan Clinical Program Officer (VRGB) position #13158 position at salary grade ZA5-1967 (\$8,360-\$10,162) in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, this action would result in approximate annual cost savings of \$979, with pension cost savings of \$256 included.

BACKGROUND:

Contra Costa Health Plan's Authorizations/Utilization Management unit is requesting to add one Quality Management Program Coordinator position and cancel one vacant Health Plan Clinical Program Officer position. The new position is essential to retaining the Health's Plan National Committee for Quality Accreditation (NCQA) and ensuring that we meet the ever increasing demands of our payers and regulators. The unit currently has no management structure, other than the Director. When the director is not available, there is

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **08/15/2017** ☒ 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: August 15, 2017

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

By: June McHuen, Deputy

Contact: Shelanda Adams,
925-957-5263

cc:

no one appropriate to represent

BACKGROUND: (CONT'D)

the Quality functions in meetings. This staff member would be responsible for a large portfolio of Quality work vital to our operations and would provide much needed additional administrative capacity to the unit. This new staff member will also provide value to other units by centralizing accreditation and compliance functions and coordinating resources to provide assistance in meeting the requirements.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Health Plan's Authorizations/Utilization Management unit will not be able to retain the Health's Plan National Committee for Quality Accreditation (NCQA) and ensuring that they meet the ever increasing demands of payers and regulators.

ATTACHMENTS

P300 No. 22132 HSD