



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 13, 2018

Subject: Reallocate the Salary of Assistant Clinical Laboratory Manager in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22147 to reallocate the salary of Assistant Clinical Laboratory Manager (VHGF) (represented) from salary plan and grade ZA5 1829 (\$7,292 - \$8,864) to salary plan and grade ZA5-1828 (\$8,821-\$10,722) on the salary schedule in the Health Services Department.

FISCAL IMPACT:

Upon approval, this request has an annual cost of approximately \$65,671 with \$15,859 in pension costs. This cost is entirely offset by 100% Hospital Enterprise Fund I.

BACKGROUND:

The Assistant Clinical Laboratory Manager classification has not been utilized in several years and as a result, this class has fallen behind in salary adjustments. Currently, the salary of Supervising Clinical Laboratory Scientist is 15% above the Assistant Clinical Laboratory Manager. A five percent increase above the Supervising Clinical Laboratory Scientist is essential in order to maintain appropriate internal salary relations between the two

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **02/13/2018** ☒ 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: February 13, 2018

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

By: June McHuen, Deputy

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

BACKGROUND: (CONT'D)

classifications as the Supervising Clinical Laboratory Scientist reports directly to the Assistant Clinical Laboratory Manager.

Moreover, as part of the Joint Commission's plan of correction in the hospital, the Health Services Department added two Assistant Clinical Laboratory Manager positions in November 2016. Since then, Health Services recruitment efforts have not been successful and it has become necessary to adjust the salary in order to attract and retain highly qualified candidates.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Health Services Department's Clinical Laboratory will not be able to recruit and fill the two Assistant Clinical Laboratory Manager positions and will not meet the plan of correction submitted to the Joint Commission.

ATTACHMENTS

P300 #22147 - Salary Reallocation of Asst Clinical Lab Manager