



**Contra  
Costa  
County**

To: Board of Supervisors  
From: David Twa, County Administrator  
Date: October 17, 2017

Subject: Reallocate the salary for the Law Clerk III (2YTA) classification

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**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 22170 to reallocate the salary on the salary schedule for the Law Clerk III (2YTA) (unrepresented) classification from salary plan and grade F85 1168 (\$3,538) to F85 1168 (\$4,333) as recommended by the County Administrator.

**FISCAL IMPACT:**

Upon approval, this action will result in annual costs of approximately \$13,447. (100% General Fund)

**BACKGROUND:**

The base salary for this classifications is not competitive enough to recruit and retain staff. In reviewing the salaries of like positions in other Bay Area counties, the County Administrator's Office found Contra Costa County's compensation in the legal field is significantly below market. The Department is requesting to reallocate the salary of the Law Clerk III classifications in order to compete with only other counties.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD  
COMMITTEE

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Action of Board On: **10/17/2017** ☒ 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: October 17, 2017

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

By: June McHuen, Deputy

Contact: Timothy Ewell, (925)  
335-1036

cc:

**CONSEQUENCE OF NEGATIVE ACTION:**

If this action is not approved, the County will be negatively impacted due to the difficulty to attract and recruit candidates.

CHILDREN'S IMPACT STATEMENT:

None.

ATTACHMENTS

P300 22170 Reallocate Salary Sachedule Law Clerk III