



**Contra
Costa
County**

To: Board of Supervisors
From: Melinda Cervantes, County Librarian
Date: June 26, 2018

Subject: Cancel Two Librarian and Two Clerk-Experienced Level Positions and Add Four Library Assistant-Journey Level Positions in the Library Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22258 to cancel two (2) permanent intermittent Librarian (3AWA) (represented) vacant positions #6093 and #6097 at salary plan and grade QXX 1341 (\$4,485-\$5,728); and cancel two (2) permanent intermittent Clerk – Experienced Level (JWXB) (represented) vacant positions #6156 and #6181 at salary plan and grade 3RH 0750 (\$2,993-\$3,713); and add four (4) permanent intermittent Library Assistant – Journey Level (3KVB) (represented) positions at salary plan and grade QXX 1030 (\$3,296-\$4,210) in the Library Department.

FISCAL IMPACT:

Upon approval, this action will result in an annual savings to the Library Fund of approximately \$29,580. No fiscal impact to the County General Fund. These positions are funded in the Library budget.

BACKGROUND:

Upon review of the duties performed by the permanent intermittent classifications in the

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **06/26/2018** ☒ 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: June 26, 2018

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

By: June McHuen, Deputy

Contact: Natalie Darone, (925)
608-7700

cc:

Library Department, it was determined that greater staffing flexibility could be achieved with four (4) paraprofessional Library Assistant – Journey Level permanent intermittent positions.

CONSEQUENCE OF NEGATIVE ACTION:

If these position changes are not implemented, the Library will have less flexibility to schedule appropriate staffing levels to meet the needs of the communities it serves.

ATTACHMENTS

P300 22258 Add 4 PI Library Asst positions and Cancel PI Positions