



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: April 10, 2018

Subject: Add One Children's Services System Support Specialist Position and Cancel One Vacant Eligibility Worker III in CFS EHSD

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22248 to add one Children's Services System Support Specialist (XATA) (represented) position at Salary Plan and Grade 3R5 1409 (\$4,811 - \$5,848) and cancel Eligibility Worker III (XHTB) (represented) vacant position #4916 at Salary Plan and Grade 255 1334 (\$4,466 - \$5,428) in the Children and Family Services Bureau of the Employment and Human Services Department.

FISCAL IMPACT:

Upon approval of this action, the net county cost will increase by \$1,772 for FY 2017/2018. The annual pension expense increase is \$2,624. This position is funded 44% Federal revenue, 39% State revenue, and 17% County cost.

BACKGROUND:

The Employment and Human Services Department, Children and Family Services Bureau (CFS) has determined the need to add an additional Children's Services Systems Support Specialist (CSSSS) position to support CFS Bureau staff and adequately implement the new web-based statewide Child Welfare Services/Case Management System (CWS/CMS). The current two (2) Children's Services Systems Support Specialists work with more than five

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **04/10/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I
Supervisor
Candace Andersen, District II
Supervisor
Karen Mitchoff, District IV
Supervisor
Federal D. Glover, District V
Supervisor

ABSENT: Diane Burgis, District III
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: April 10, 2018

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

By: June McHuen, Deputy

Contact: Cheryl Morse 925
608-5023

(5) different computer systems, in addition to CWS/CMS, and provide on-going trainings to the Children and Family Services staff on the use of these systems. Additionally,

BACKGROUND: (CONT'D)

the continuous turnover in staff at all levels, primarily social workers, has increased the need for CSSSS to provide on-going trainings. Due to the increase in on-going trainings and support to CFS Bureau staff, and the implementation of the new web-based statewide Child Welfare Services/Case Management System (CWS/CMS) the department is requesting to add one additional position. The cost to add the new Children's Services Systems Support Specialist position will be offset by the cancellation of one vacant Eligibility Worker III vacant position.

CONSEQUENCE OF NEGATIVE ACTION:

Children and Family Services (CFS) is currently on a state performance improvement plan after performing poorly on the Federal Child and Family Services Review. Missing and incorrect data in the case management system has adversely affected the state and federal measures and outcomes for CFS. Not having adequate staffing will impact compliance, quality control, and services to youth and families. The Children and Family Services Bureau continues to be at risk of not being in compliance with the State Division 31 regulations and Federal mandates of Title IV-E program requirements.

CHILDREN'S IMPACT STATEMENT:

The recommendation supports all of the following children's outcomes: (1) Children Ready for and Succeeding in School; (2) Children and Youth Healthy and Preparing for Productive Adulthood; (3) Families that are Economically Self Sufficient; (4) Families that are Safe, Stable and Nurturing; and (5) Communities that are Safe and Provide a High Quality of Life for Children and Families. Without proper training and support, Child Welfare Social Workers and support staff will not have the appropriate skills and knowledge to operate the state mandated case management system. This will impact timely assessments of risk and safety, as well as services to youth and families. Missing and incorrect data in the case management system can also affect children's eligibility for federal aid and newly mandated services through initiatives such as Katie A. mental health services, Commercially Sexually Exploited Child (CSEC), and the National Youth in Transition Database (NYTD).

ATTACHMENTS

P300 No. 22248 EHSD