



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: July 10, 2018

Subject: Add One Clerk Senior Level position in the Health Services Department

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**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 22277 to add one Clerk-Senior Level (JWXC) position at salary plan and grade 3RX-1033 (\$3,406 - \$4,350) in the Health Services Department. (Represented)

**FISCAL IMPACT:**

Upon approval, this action will have an annual cost of approximately \$91,672 with pension costs of \$18,531 already included. These costs will be 100% offset by Proposition 56 funds.

**BACKGROUND:**

The Public Health Division has been granted Proposition 56 (Healthcare, Research and Prevention Tobacco Tax Act of 2016) funding for five (5) years to provide local oral health program services for California Oral Health Plan (COHP). The program is aimed to improve the health of all Californians through prevention, education and organized community efforts. Activities include convening, coordinating, and collaborating to support planning, disease prevention, surveillance, education and linkage to treatment programs. The program also serves as the road map to identify priorities, short-term, intermediate and long-term goals as well as objectives with recommendations to address the burden of disease and to

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD  
COMMITTEE

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Action of Board On: **07/10/2018** ☒ 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: July 10, 2018

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

By: June McHuen, Deputy

Contact: Jo-Anne Linares,  
925-957-5246

increase access to oral care. The requested position will have the responsibilities of clerical support to the oral health program manager in the planning and coordination of services and outcome measures.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Health Services Public Health Division will not have adequate clerical support staff for the California Oral Health Plan Program.

ATTACHMENTS

P300 #22277 - Add Clerk-Senior Level