



Contra  
Costa  
County

To: Board of Supervisors

From: Anna Roth, Health Services

Date: April 10, 2018

Subject: Add One Health Services Reimbursement Accountant Position in the Health Services Department

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**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 22267 to add one (1) full-time Health Services Reimbursement Accountant (VCTA) position at salary plan and grade ZA5-1854 (\$7,475-\$10,017) in the Health Services Department. (Represented)

**FISCAL IMPACT:**

Upon approval, this action has an approximate annual cost of \$192,666 with pension costs of \$42,675 included. The increased cost will be funded 100% by Hospital Enterprise Fund I.

**BACKGROUND:**

Contra Costa Health Services Finance Division is requesting to add one full-time permanent Health Services Reimbursement Accountant position to assume a management role in the Finance Reporting unit. The primary responsibility of this position will be to manage and oversee the Financial Reporting unit. Duties and responsibilities include: performing complex financial and accounting work, functioning as a section leader, supervising the work of other accounting staff, and overseeing the planning and operations of the unit to ensure all deadlines are met in a timely matter.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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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: Shelanda Adams,  
925-957-5263

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Health Services Finance Division will be deficient in management over the Financial Reporting unit.

ATTACHMENTS

P300 22267 \_Add Health Services Reimbursement Acct Position in HSD