



Contra
Costa
County

To: Board of Supervisors
From: Dianne Dinsmore, Human Resources Director
Date: September 18, 2018

Subject: Reallocate the classification of EHS Chief Financial Officer - Exempt (XAD9) on the salary schedule

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22341 to reallocate the salary of the Employment and Human Services Chief Financial Officer-Exempt (XAD9) classification on the salary schedule from Salary Plan and Grade B85 2010 (\$9,618 - \$11,691; \$12,275 with performance pay) from five merit steps and one performance step to a salary schedule of Steps 1 through 6 at Salary Plan and Grade B85 2010 (\$9,618 - \$12,275) with no performance pay, as recommended by the Director of Human Resources.

FISCAL IMPACT:

This action will have no fiscal impact for the County. The salary schedule's top step with performance pay will become the top step without performance pay, with no increase to the top step dollar amount.

BACKGROUND:

The Employment and Human Services Chief Financial Officer (CFO) position reports to the Director of the Employment and Human Services Department (EHSD). This position is

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/18/2018** ☒ 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

ABSENT: 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: September 18, 2018

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

By: June McHuen, Deputy

Contact: Michelle Fregoso (925)
608-5025

responsible for the development, review, revision and implementation of policies and procedures for EHSD's financial operations, which include budget management, revenue enhancement, directing a staff of professional, technical and clerical

BACKGROUND: (CONT'D)

personnel, and advises Department executive and administrative staff concerning complex financial management issues. The Employment and Human Services CFO is a member of the EHSD Executive Team and is expected to partner and work collaboratively with other program directors in supporting their efforts.

The County has been converting performance steps to merit steps when warranted. The CFO position is currently vacant, providing an opportunity to align this classification with other management classes that have already been converted.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the recruitment and retention of this position will be negatively impacted and the position will prove to be difficult to fill.

ATTACHMENTS

AIR 35068 P300 22341 EHS Salary Reallocation