



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Diana Becton, District Attorney  
Date: January 22, 2019

Subject: Establish the Victim/Witness Asst. Prog.Supv./Mass Victimization Advocate class; add one position; reallocate salary for V/W Asst. Program Manager

**RECOMMENDATION(S):**

ADOPT Personnel Adjustment Resolution No. 22390 to establish the classification of Victim/Witness Assistance Program Supervisor/Mass Victimization Advocate (2KHB) (represented) at salary plan grade ZA5 1450 \$5,161 - \$6,273 and add one (1) full time Victim/Witness Assistance Program Supervisor/Mass Victimization Advocate (2KHB) position, and reallocate the salary of the Victim/Witness Assistance Program Manager (2KHA) (represented) position no. 12383 from salary plan ZA5 1450 \$5,161 - \$6,273 to salary plan and grade ZA5 1001 \$7,198 - \$8,750 on the salary schedule, in the District Attorney's Office Victim/Witness unit.

**FISCAL IMPACT:**

100% State, California Governor's Office of Emergency Services (Cal OES) Victim/Witness Assistance (VW) Program grant.

**BACKGROUND:**

This new position will provide supervision to Victim Witness program staff; provide input and recommendations for programmatic and staff development; create and coordinate crisis

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **01/22/2019** ☒ 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: January 22, 2019

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

By: Jami Napier, Deputy

Contact: Elizabeth Molera,  
(925) 957-2205

cc:

response planning and policies for incidents

**BACKGROUND: (CONT'D)**

of mass victimization; administer direct services to victims and witnesses on complex and high profile cases as well as incidents of mass violence.

The salary reallocation for the Victim/Witness Assistance Program Manager will create parity between this position and similar positions within the County providing the same level of supervision.

**CONSEQUENCE OF NEGATIVE ACTION:**

The position will not be created or filled resulting in the District Attorney's Office forfeiting the grant funding.

**ATTACHMENTS**

P300 22390