



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services  
Date: May 7, 2019

Subject: Reassign one Public Health Program Specialist I position #16838 in the Health Services Department

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**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 22451 to reassign Public Health Program Specialist I (VBSD) position #16838 at salary plan and grade level ZA5-1602 (\$5,999-\$7,292) and incumbent from Department #0540 (School Based Clinics) to Department #0450 (Public Health Clinic Staffing Pool) in the Health Services Department. (Represented)

**FISCAL IMPACT:**

Upon approval, this action will result in an annual cost of approximately \$152,633 with pension costs of \$33,322 already included transferring from budget unit 0540 to 0450 within the Health Services Department. The reassignment will allow the position to be funded by 50% School-Based Medi-Cal Administrative Activities and 50% Federally Qualified Health Center funds.

**BACKGROUND:**

The Health Services Department is reassigning one Public Health Program Specialist I position from the School-Based Clinics to PH Clinic Staffing Pool to properly align the position with its funding source. Employees under the supervision of the Public Health

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD  
COMMITTEE

Action of Board On: **05/07/2019** ☒ 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: May 7, 2019

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

By: Jami Napier, Deputy

Contact: Sabrina Pearson, (925)  
957-5240

cc:

Program Specialist I perform Medi-Cal Administrative Activities (MAA) and draw down matching funds for salaries

BACKGROUND: (CONT'D)

and other costs at a 50% reimbursement rate. The Public Health Program Specialist I is under a different budget department and is therefore ineligible to draw down matching funds. MAA is a significant funding source for programs and not aligning this position budgetarily will negatively affect the department. The incumbent is aware of the position change in the system and that it will have no impact on her responsibilities or location. The union was notified in early March about the position reassignment.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the position will not be aligned with the appropriate funding source and the Public Health Clinic Staffing Pool program will not receive reimbursement for Medi-Cal Administrative Activities, which negatively affects the department.

ATTACHMENTS

P300 No. 22451 HSD