



**Contra
Costa
County**

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

Subject: Reassign one Administrative Services Assistant III position in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22453 to reassign one Administrative Services Assistant III position #16041 and incumbent from Department #0540 (Health Services Hospital Enterprise) to Department #0860 (Contra Costa Health Plan) in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, the annual cost of approximately \$156,568.99 with pension cost of \$39,142.24 already included will shift from Hospital Enterprise Fund I to Contra Costa Health Plan Enterprise Fund II. (100% Health Plan member premiums)

BACKGROUND:

The Health Services Department is requesting to reassign Administrative Services Assistant III position #16041 and incumbent from Department #0540 (Health Services Hospital Enterprise) to Department #0860 (Contra Costa Health Plan) to better align the position with its current responsibilities and department. Effective April 1, 2019 the position and incumbent's work transitioned to Contra Costa Health Plan's Administrative Services unit, but Board action is needed to move the actual position in the budget and position

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

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: Jo-Anne Linares,
(925) 957-5240

cc:

management system.

This action is necessary to realign the reporting structure and shift the salary and benefits cost to the appropriate funding source.

CONSEQUENCE OF NEGATIVE ACTION:

If this request is not approved, the position and incumbent will not be aligned with the reporting structure and assignment of the position.

ATTACHMENTS

P300 No. 22453 HSD