



Contra
Costa
County

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

Subject: Temporary Hire of County Retiree Waiver of 180-day Sit-Out Period in the Health Services Department

RECOMMENDATION(S):

1. Consider waiving the 180-day sit-out period for William Sorrell, Health Services Administrator - Level C, in the Health Services Department;
2. Find that the appointment of Mr. Sorrell is necessary to fill a critically needed position; and
3. Approve and authorize the hiring of County retiree Mr. Sorrell as a temporary County employee effective April 17, 2019 and serving through April 16, 2020.

FISCAL IMPACT:

Upon approval, this action has an annual cost of approximately \$46,314. The entire cost is fully funded within the adopted FY 18-19 and proposed FY 19-20 budget, drawing on current general fund allocations, and some Medicaid Administrative claims (MAA).

BACKGROUND:

William Sorrell was hired in March of 1988 in the Public Health Division within Health Services Department. After 31 years of county service, he retired on March 31, 2019.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **05/07/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes: effective May 8, 2019

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:

BACKGROUND: (CONT'D)

As a Public Health Administrator, Mr. Sorrell was in charge of critical administrative management functions, and served as the primary liaison between Public Health and Personnel, Fiscal Services, Purchasing, Facilities, Work Place Safety and HIPAA Compliance. To maintain the continuity of these essential functions, the Department is requesting to hire Mr. Sorrell to train current and future employees and provide coverage until his vacant position is filled. There is no other employee who possesses the range and depth of knowledge to serve as a mentor and trainer for the Public Health Division.

The Public Health Division hired a Health Services Administrator - Level C in October 2018 but by the end of March 2019, the position became vacant. Currently, there is no eligible list and Health Services Personnel Unit is planning to announce the recruitment in mid-May.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to secure the temporary services of Mr. Sorrell will greatly challenge the Public Health Division to achieve capability and competence in providing essential administrative management services across the division.

CHILDREN'S IMPACT STATEMENT:

N/A

CLERK'S ADDENDUM

Effective hire date, May 8, 2019.