



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services  
Date: July 30, 2019

Subject: Cancel one Health Services Administrator-Level B Position and Add one Registered Nurse-Beginning Level Position in the Health Services Department

**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 22496 to add one Registered Nurse-Beginning Level (VWXC) position at salary plan and grade level L35-1634 (\$8,539) and cancel one vacant Health Services Administrator-Level B (VANG) position #15986 at salary plan and grade level ZB2-1323 (\$4,876-\$7,990) in Health Services Department. (Represented)

**FISCAL IMPACT:**

Upon approval, this action has an annual increase cost of approximately \$69,414 with \$17,114 in pension costs already included. Funded 100% Contra Costa Health Plan Enterprise Fund II.

**BACKGROUND:**

The Health Services Department is requesting to add one Registered Nurse-Beginning Level position and cancel one vacant Health Services Administrator-Level B position #15986. This position will be assigned to the Quality Management Department, and the unit needs a position that will assist in implanting Population Health and Performance Improvement Interventions.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD  
COMMITTEE

Action of Board On: **07/30/2019** ☒ 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: July 30, 2019

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

By: Jami Napier, Deputy

Contact: Sabrina Pearson, (925)  
957-5240

cc:

BACKGROUND: (CONT'D)

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The new position will be responsible for ensuring the new measures are being enforced and stay above Minimum Performance Levels, to avoid fines, and maintaining documents on records and reports with proficiency and expertise.

The Department has deemed that the Health Services Administrator - Level B position is no longer meeting the operational necessity of the unit.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Contra Costa Health Plan will not have the adequate clinical professional staff to ensure compliance to all State-mandated Performance Improvement Projects.

ATTACHMENTS

P300 No. 22496 HSD