



**Contra
Costa
County**

To: Board of Supervisors
From: Dianne Dinsmore, Human Resources Director
Date: September 24, 2019

Subject: Transfer ADA Manager Allocation from Risk Management to Human Resources

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22512 to transfer position #16530 ADA Manager (AJGA) (unrepresented) from Risk Management (0150-1505) to Human Resources (0035-1305).

FISCAL IMPACT:

100% Benefit Administration Fees

BACKGROUND:

The Americans with Disabilities Act Manager (ADA Manager) is responsible for planning, organizing, and directing activities related to the County's Disability Management Program, including coordinating efforts to accommodate the needs of employees returning to work from various leaves of absence. The ADA Manager is also responsible for providing guidance and training to staff in County departments on the interactive process. This position was previously allocated to the Risk Management Department. However, the ACA and Leave Administrator position resides in Human Resources. The function of the ADA Manager is more closely aligned with the work in the Human Resources Department. As

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/24/2019** ☒ 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: September 24, 2019

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

By: June McHuen, Deputy

Contact: Dianne Dinsmore
(925) 335-1779

cc:

such, during the FY 2019/2020 budget planning process, the decision was made to transfer the position and function to Human Resources effective 7/1/2019. The position is currently vacant.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not achieve the close collaboration between Leave Management and Disability Management necessary for an effective program in compliance with all applicable laws.

ATTACHMENTS

P300 #22512