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

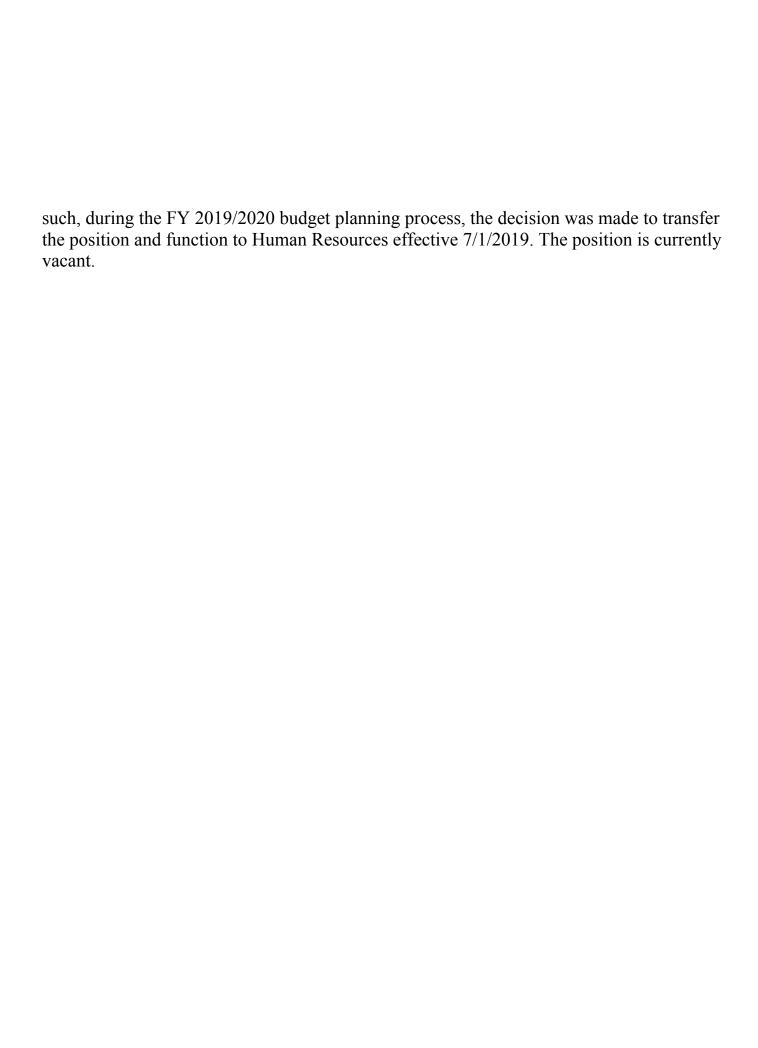
BACKGROUND:

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 CADMINISTRATOR	NTY 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
Supervisor	Ry: June McHuen Denuty

Contact: Dianne Dinsmore

(925) 335-1779



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