



Contra  
Costa  
County

To: Board of Supervisors  
From: Melinda Cervantes, County Librarian  
Date: November 5, 2019

Subject: Increase Position Hours of one Library Assistant-Journey Level position

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**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 22536 to increase the hours of one (1) vacant Library Assistant-Journey Level (3KVB) (represented) position #6044 from 20/40 hours to 32/40 hours at salary plan and grade QXX 1030 (\$3,531 - \$4,509) in the Library Department.

**FISCAL IMPACT:**

Upon approval, this action will result in an annual cost to the Library Fund of approximately \$17,685. No fiscal impact to the County general fund.

**BACKGROUND:**

The City of Pittsburg has a large, diverse, Spanish-speaking population. It currently has one Library Assistant-Journey Level position that is flagged for bilingual Spanish speakers. Since the time that position was flagged, the Library has determined that there is a higher need for bilingual staff to better serve the Pittsburg population. It has further determined that an increase in the working hours of the current bilingual position would most efficiently serve this need.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

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Action of Board On: **11/05/2019** ☒ 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: November 5, 2019

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

Contact: Samuel Treanor at  
(925) 608-7702

By: June McHuen, Deputy



CONSEQUENCE OF NEGATIVE ACTION:

If this position change is not approved, the Library will continue to have difficulties serving its diverse Spanish-speaking population.

ATTACHMENTS

P300 No. 22536- Increase LAJ hours