



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: September 8, 2020

Subject: Transition One Public Health Nurse-Project Position & Incumbent into the Merit System Classification of Public Health Nurse

**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 25621 to transition one (1) Public Health Nurse – Project (VVX1) (represented) position #11356 at salary plan and grade LT2 1832 (\$10,398.247 – \$12,985.985) and its incumbent into the Merit System classification of Public Health Nurse (VVXA) (represented) at salary plan and grade LT2 1832 (\$10,398.247 – \$12,985.985) in the Health Services Department.

**FISCAL IMPACT:**

No fiscal impact. (Cost Neutral)

**BACKGROUND:**

The Health Services Department is requesting to transition one Public Health Nurse-Project position #11356 and its incumbent into the Merit System classification of Public Health Nurse. The incumbent has met the provisions for transition from project to the merit system in accordance with PMR Section 1603.1 - Transfer of Project Positions. Section 1603.1 of the Personnel Management Regulations states that when the Board of Supervisors establishes as regular service a program initially established by the Board for a specific limited period as part of an approved project, employees who have served in Project

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **09/08/2020** ☒ 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 8, 2020

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

By: June McHuen, Deputy

Contact: Lauren Ludwig, (925)  
957-5269

positions for at least one (1) year shall be included in the merit system if the Director of Human Resources recommends

BACKGROUND: (CONT'D)

such inclusion, the Board of Supervisor approves the classification and its addition to the merit system, and the employees were originally appointed to the project position(s) from an eligible list on an open competitive basis. The incumbent of position #14610 was appointed from an eligible list on an open competitive basis and has served more than one (1) year in that classification, having been appointed on October 5, 2015.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the incumbent will not receive the benefits of being a Merit System employee.

ATTACHMENTS

AIR 42402 P300 25621 Transition to Merit System