



**Contra
Costa
County**

To: Board of Supervisors
From: Nathan Johnson, Veterans Services Officer
Date: October 20, 2020

Subject: Increase hours of one (1) position in the Veterans Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 25633 to increase the hours of one (1) Veterans Service Representative I (96WA) (represented) position number #14747 from 20/40 to 32/40 in the Veterans Services Department. (100% County General Fund)

FISCAL IMPACT:

This action has an increased annual cost of \$22,510 (100% County General Fund). This vacant position will be recruited for and filled at the Veterans Services Representative (96WA) classification at salary grade and level ZB5-1335 (4933.64-5996.85).

BACKGROUND:

This position was recently flexed down from the Veterans Service Representative II to the Veterans Service Representative I level. The department recently conducted a Veterans Service Representative I recruitment and has filled the position at the Veterans Services Representative I level and would like to increase the hours from 20 to 32. The amount of actual cost increase for this action is included in the budget for this department, additional appropriations are not necessary.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **10/20/2020** ☒ 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: October 20, 2020

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

By: June McHuen, Deputy

Contact: Nathan Johnson,
(925) 313-1481

CONSEQUENCE OF NEGATIVE ACTION:

If the position hours are not increased, the Veterans Services Department will have insufficient Veterans Service Representative Staffing to meet the demand from the community, which could result in increased wait times for services.

ATTACHMENTS

P300-25633