



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Kathy Gallagher, Employment & Human Services Director  
Date: November 17, 2020

Subject: Add One Information Systems Programmer and Analyst IV and Cancel One Social Service Information Systems Analyst

**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 25643 to add one (1) Information Systems Programmer Analyst IV (LPNB) (represented) at Salary Plan and Grade ZA5 1787 (\$7,718.46 - \$10,343.47) and cancel one (1) Social Service Information Systems Analyst (XQWD) (represented) position #11263 at Salary Plan and Grade KZ5 1538 (\$6,031.9 - \$7,331.55) in the Employment and Human Services Department (EHSD), Administrative Services Bureau.

**FISCAL IMPACT:**

The Net County Cost for trading position number 11263 (Social Service Information Systems Analyst) for an Information Systems Programmer/Analyst IV would increase the Net County Cost (NCC) by \$1,201 annually. There will be an annual pension cost increase by \$10,860. Because both of these are CalWIN/CalSAWs specific positions, the funding source/ratios are 95% County and 5% State.

☐ APPROVE

☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **11/17/2020** ☒ 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: November 17, 2020

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

By: June McHuen, Deputy

Contact: Reni Radeva (925)  
608 5020

cc: Reni Radeva



## BACKGROUND:

CalWIN is the current Welfare and Eligibility System used in Contra Costa County. CalWIN will be replaced by a State-wide system called CalSAWS which will be implemented by October 2022. New technologies are continually being implemented to support the administration of the programs administered by EHSD. There is a need for advanced level programmer/analyst who has extensive technical knowledge and experience in the areas of programming, reporting, databases, analysis and general network and telephony knowledge. This will complement the program knowledge other team members have. The Information Systems Programmer Analyst IV (ISPA IV) will be assigned the more technical areas of the implementation, administration, maintenance and operations of the CalSAWS Project. It is critical that the ISPA IV be a part of the CalSAWS Project to manage, configure and implement CalSAWS. The ISPA IV will be working primarily on conversion, ancillary systems, interfaces, databases, reporting and technical liaison with EHSD, CalSAWS, various agencies and vendors.

The Social Service Information Systems Analyst position has been vacant for over three years, and the duties of the position can be absorbed elsewhere. CalSAWS will be implementing new technical solutions and most of the current ancillary systems that are in place will be integrated into CalSAWS. The implementation, maintenance and support of these new solutions/functionality in CalSAWS require someone with technical expertise. The transition from CalWIN to CalSAWS and the operational needs of the Department during the transitional period necessitate the addition of a new Information Systems Programmer Analyst IV position. As a result, we are cancelling the Social Service Information Systems Analyst and adding the Information Systems Programmer Analyst IV position.

## CONSEQUENCE OF NEGATIVE ACTION:

Without the addition of the Information Systems Programmer Analyst IV to support the transition from CalWIN to CalSAWS, EHSD will not be prepared to implement CalSAWS and poses a high risk to the project which may impact not only Contra Costa but the implementation of other counties as well, especially since our county is a pilot county. Without proper preparation, planning and support, our processes, systems, users and ultimately the public will be adversely impacted as our ability to implement and deliver services is impeded by lack of appropriate resource and support.

## CHILDREN'S IMPACT STATEMENT:

Not Applicable.

## ATTACHMENTS

AIR 43373 - budget

AIR 43373 P300 25643 Add and Cancel Board date 11.17.2020