



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: November 10, 2020

Subject: Establish project classifications and Add varied positions in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 25641 to establish nine (9) project classifications and add 37 positions in the Health Services Department as listed below:

- Establish Clinical Laboratory Scientist II-Project (VHV1) (represented) at salary plan and grade level TC5-1809 (\$8,282 - \$10,067), and
- Establish Material Manager-Project (VCG1) (represented) at salary plan and grade level ZA5-1604 (\$6,439 - \$7,827) and add one (1) position; and
- Establish Material Management Supervisor-Project (VCH1) (represented at salary plan and grade level ZA5-1407 (\$5,298 - \$6,439) and add one (1) position; and
- Establish Buyer I-Project (STW1) (represented) at salary plan and grade level ZB5-1245 (\$4,513 - \$5,485) and add two (2) positions; and
- Establish Public Health Microbiologist-Project (V0W1) (represented) at salary plan and grade level TC5-1525 (\$6,550 - \$7,961) and add two (2) positions; and
- Establish Clinical Laboratory Scientist I-Project (VHW1) (represented) at salary plan and grade level TC5-1763 (\$7,537) and add two (2) positions; and
- Establish Health Services Administrator-Level B – Project (VAN1, VAN2, VAN3) (represented) at salary plan and grade level ZB2-1323 (\$5,022 - \$8,230) and add five (5) positions; and

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **11/10/2020** ☒ 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 10, 2020

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

By: June McHuen, Deputy

Contact: Jo-Anne Linares,
(925) 957-5240

-Establish Storeroom Clerk-Project (91W1) (represented) at salary plan and grade level TB5-0916 (\$3,258 - \$3,960) and add one (1) position; and

RECOMMENDATION(S): (CONT'D)

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- Establish Driver Clerk-Project (9QW1) (represented) at salary plan and grade level TB5-1026 (\$3,633 - \$4,416) and add one (1) position; and
- Add one (1) Institutional Services Worker-Project (1KV1) (represented) at salary plan and grade level TB5-0922 (\$3,277 - \$3,984); and
- Add fifteen (15) Registered Nurse-Project (VWX5) (represented) at salary plan and grade level L32-1880 (\$9,902 - \$12,367); and
- Add two (2) Laboratory Technician-Project (V092) (represented) at salary plan and grade level TC5-1095 (\$3,890 - \$4,728); and
- Add one (1) Public Health Nurse Program Manager (VWHL) (represented) at salary plan and grade level ZXV-1006 (\$11,217 - \$13,635); and
- Add two (2) Administrative Aide-Project (AP73) (unrepresented) at salary plan and grade level C85-0972 (\$3,445, - \$5,344); and
- Add one (1) Secretary Advanced Level-Project (J3X2) (represented) at salary plan and grade level 3R2-1163 (\$4,286 - \$5,487).

FISCAL IMPACT:

There is an annual cost of approximately \$6,841,237 with pension costs of \$1,551,351 already included This action will be funded through the CARES Act (100% Federal).

BACKGROUND:

Due to the COVID-19 pandemic, the Health Services emergency response team requires additional staff to continue to care for COVID-19 patients and maintain a safety net for all County residents. These requested positions may be allocated to patient care, laboratory testing, case investigation and contact tracing, consultation on outbreaks. education and guidance to individuals and families in terms of prevention of transmission, and continued disease surveillance and gathering of critical information to gauge and plan the response to COVID-19 disease.

CONSEQUENCE OF NEGATIVE ACTION:

Contra Costa Health Services will not have the required staff necessary to respond to the COVID-19 emergency which will adversely affect the health and safety of all County residents.

CHILDREN'S IMPACT STATEMENT:

No impact.

ATTACHMENTS

P300 No. 25641 HSD

P300 Attachment #1