



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 19, 2021

Subject: Add one Clerk-Senior Level Position and Cancel one Therapist Aide Position in Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 25675 to add one Clerk – Senior Level (JWXC) position at salary plan and grade level 3RX-1156 (\$4,121-\$5,263) and cancel one vacant Therapist Aide (V5WA) position #8481 at salary plan and grade level TA5-1179 (\$4,227- 5,138) in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, this action has an approximately cost saving of \$8,734 with \$2,123 in pension costs already included.

BACKGROUND:

The Health Services Department is requesting to add one Clerk – Senior Level and cancel one vacant Therapist Aide position #8481 in the California Children's Services (CCS)/Medical Therapy Program within its Public Health Division. The new position will be responsible for performing varied and complex clerical work in support of contracts and fiscal information in CCS Medical Therapy Program. CCS is a statewide funded program that serves a specific population and assists with paying for their client's medical care,

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **01/19/2021** ☒ 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Sabrina Pearson, (925)
957-5240

cc:

equipment and rehabilitation needs. The Department has deemed that the Therapist Aide position no longer meets the operational needs of the CCS program.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, California Children's Services Program within the Health Services Department will not have adequate clerical support staff to meet its operational needs.

ATTACHMENTS

P300 No. 25675 HSD