



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Esa Ehmen-Krause, County Probation Officer  
Date: January 19, 2021

Subject: Add one Program/Projects Coordinator position and cancel one Office of Reentry and Justice Senior Program Analyst

**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 25669 to add one (1) full-time Program/Projects Coordinator (APHA) (represented) position at salary plan and grade ZA2 1771 (\$93,923.40- \$114,436.44) and cancel one (1) vacant Office of Reentry and Justice Senior Program Analyst (APTD) (unrepresented) position in the Probation Department.

**FISCAL IMPACT:**

Upon approval, this request has an annual cost of \$8,745, including approximately \$1,954 in pension costs. This position is 100% funded by AB109 criminal justice realignment revenue.

**BACKGROUND:**

The Office of Reentry and Justice (ORJ) is in the process of completing staffing updates to centralize the department's contracting, vendor oversight, and fiscal reporting activities. The newly added staff will allow the ORJ to focus its efforts on the successful coordination, implementation, and support for the various programs and projects that comprise the County's reentry system of care. In support of these evolving endeavors, the immediate hiring of the Program and Projects Coordinator is necessary. The staffing update also

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD  
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

Contact: Danielle Fokkema,  
925-313-4195

By: June McHuen, Deputy

includes the canceling of a vacant Office of Reentry and Justice Senior Program Analyst (unrepresented) position.

#### CONSEQUENCE OF NEGATIVE ACTION:

Without this position, the ORJ will struggle to effectively manage the existing programs the Probation Department is responsible for; and just as importantly, the department will not have the ability to seek out and take advantage of opportunities for new projects that can help provide its clients with the essential services they require.

#### ATTACHMENTS

P300 No. 25669