



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: January 19, 2021

Subject: Reassign five vacant Eligibility Work Supervisor, thirty-seven vacant Eligibility Worker III, and eleven vacant Social Service Program Assistant

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 25670 to reassign five Eligibility Work Supervisor (XHHA), thirty-seven Eligibility Worker III (XHTB), and eleven Social Service Program Assistant (X0SA) positions from Community Services Bureau (Department number 0588) to Workforce Services Bureau (Department number 0504) in the Employment and Human Services Department.

FISCAL IMPACT:

The approval of this action will not result in any cost to the Workforce Services Bureau in the Employment and Human Services Department as the cost to add the positions was previously approved on November 10, 2020. This request is only to make the administrative adjustment to the Department No.

BACKGROUND:

Position Adjustment Resolution No. 25642 was adopted by the Board of Supervisors on November 10, 2020 authorizing Employment and Human Services Department to add five (5) Eligibility Work Supervisor I, thirty-seven (37) Eligibility Worker III and eleven (11) Social Services Program Assistant positions in the Employment and Human Services

☒ 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

By: June McHuen, Deputy

Contact: Michelle Fregoso,
925-608-5025

Department, Workforce Services

BACKGROUND: (CONT'D)

Bureau. Due to administrative error, the original request was submitted with the wrong organizational unit number, and as a result the positions were added to Community Services Bureau Department No. 0588. This request is to correct department unit number to Workforce Services Department No. 0504 and Org. No. 5455. See Attachment A.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved to correct the department org number, there will be unauthorized positions allocated to the Community Services Bureau.

ATTACHMENTS

Attachment A

P300 Form

Fiscal Analysis