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Contra Costa County

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: March 2, 2021

Subject: Cancel One Community Services Mental Health Clinical Supervisor-Project Position and Add One

Comprehensive Services Assistant Manager Position

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 25695 canceling one (1) Community Services Mental Health Clinical Supervisor-Project (CJH3) (1.0 FTE) position #12927 (unrepresented) and add one (1) Comprehensive Services Assistant Manager-Project (9MS7) (unrepresented) in the Community Services Bureau - Employment and Human Services Department.

FISCAL IMPACT:

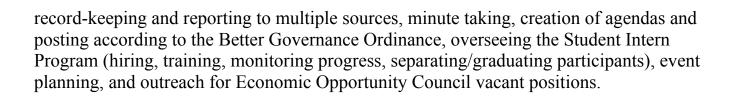
Upon approval, this action will decrease salary and benefit costs by \$42,077 annually. This position is funded by 100% Federal revenue. This action will not result in additional net County cost for EHSD.

BACKGROUND:

Community Services Bureau (CSB) has outsourced its Mental Health Services, thus they are requesting to cancel the Community Services Mental Health Clinical Supervisor-Project (CJH3), (1.0 FTE), position #12927 and add a Comprehensive Services Assistant Manager (CSAM) full-time position for the Community Action Program. The CSAM position duties include, maintaining a social media presence for the program, performing extensive

✓ APPROVE	OTHER
▼ RECOMMENDATION OF CNTY ADMINISTRATOR	
Action of Board On: 03/02/2021 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: March 2, 2021 Monica Nino, County Administrator and Clerk of the Board of Supervisors By: June McHuen, Deputy

Contact: Eva Gaipa, 925.608.5024



CONSEQUENCE OF NEGATIVE ACTION:

The Community Action Program is currently under staffed and at risk of potential non-compliance and losing CSBG funding. If this position is not filled, essential tasks may not be timely completed such as monitoring subcontractor expenditures on multiple contracts, recruitment and onboarding of representatives on the Economic Opportunity Council, and adequate community organizing to conduct required public hearings. This position is key to adhering to county policies around the Brown Act, the Better Governance Ordinance, and reporting to the Internal Operations Committee and a failure to fill it will compromise the bureau's ability to comply.

ATTACHMENTS

Fiscal-Budget calculation P300