



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services
Date: June 8, 2021

Subject: Add Two Health Services Information Technology Managers and Cancel Two Health Services Information Technology Supervisors in the Health Services Dept

RECOMMENDATION(S):

Adopt Position Adjustment Resolution No. 25753 to add two (2) Health Services Information Technology Manager (LBFA) positions in salary plan and grade ZB5 2093 (\$10,449.94 - \$12,701.96) and cancel two (2) vacant Health Services Information Technology Supervisor (VCFB) positions, numbers 9640 and 12006, in salary plan and grade ZA5 1884 (\$8,496.53 - \$11,386.16) in the Health Services Department. (Represented)

FISCAL IMPACT:

This action will result in an annual cost of approximately \$48,026, which includes \$18,624 in pension cost. This net cost of the position changes will be funded 100% by Hospital Enterprise Fund I revenues, and Epidemiology and Laboratory Capacity Grant funds during the grant period.

BACKGROUND:

Health Services Information Technology (HSIT) has a critical need to increase their staffing of higher-level managers to oversee growing units and operations and increasingly complex IT work. The expanded complexity of the management role has outgrown the level of Health Services Information Technology Supervisor.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **06/08/2021** ☒ 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: June 8, 2021

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

Contact: Mary Jane De
Jesus-Saepharn, 925-957-5240

By: June McHuen, Deputy

BACKGROUND: (CONT'D)

This need developed from recent operational change. Firstly, HSIT currently has eight (8) Health Services Information Technology (HSIT) Manager positions. Due to the recent hiring of ten (10) new Health Services Systems Analysts, and five (5) additional Health Services Systems Analysts vacancies approved to be filled and actively in the interview and selection process, additional HSIT Managers are needed to handle the increase in Systems Analyst staffing.

Secondly, the Assistant Health Services Information Technology Director of Infrastructure historically held managerial oversight of professional IT line staff. However, this role has overarching executive-level responsibility of leading and directing Health Services infrastructure development, and the responsibility of managing professional IT line staff is a duty best suited for HSIT Managers. HSIT will transition management oversight of professional IT line staff from the Assistant Health Services Information Technology Director- Infrastructure to HSIT Managers. By doing this, the Assistant Health Services Information Technology Director may focus primarily on their executive-level role of providing technology leadership and direction for Health Services information technology infrastructure including desktop and network design and architecture, network and data communications, data center, and disaster recovery; and fulfilling responsibility for the IT management operations and implementation life cycle for all IT projects, including infrastructure development and expansion.

HSIT will assign one of the new HSIT Manager positions the managerial oversight for all IT projects related to EPIC MyChart. The second position will be used to add oversight to the End-User device and Operators and Service desk Team. Additionally, the incumbent will absorb managerial responsibility over the positions that previously reported to the Assistant Health Services Information Technology Director.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, HSIT will not have the correct level of managerial IT staff to effectively support the Division's organizational structure and Health Services Department's IT needs.

ATTACHMENTS

P300 No. 25753 HSD