



Contra
Costa
County

To: Board of Supervisors
From: Alison McKee, County Librarian
Date: July 13, 2021

Subject: Add one Librarian and one Library Assistant-Journey Level positions to the Library

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 25765 to add one (1) Library Assistant-Journey Level (3KVB) (represented) position at Salary Plan and grade QXX 1030 (\$3,746.65 - \$4,784.63) and add one (1) Librarian (3AWA) (represented) position at Salary Plan and Grade QXX 1341 (\$5,097.73 - \$6,510.01) to the Library Department.

FISCAL IMPACT:

Upon approval, this action will result in an annual cost of \$188,861. This cost will be covered by the City of Walnut Creek. No net impact to the County Library Fund and no impact to the County General Fund.

BACKGROUND:

As part of its fiscal planning for the coming year, the City of Walnut Creek City Council voted to increase the number of open hours for the Walnut Creek Community Library to 52 hours. In order to accommodate these additional hours, one full-time Librarian and one full-time Library Assistant-Journey Level position is necessary.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **07/13/2021** ☒ 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: July 13, 2021

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

Contact: Samuel Treanor at
(925) 608-7702

By: Wendy Mascitto, Deputy

BACKGROUND: (CONT'D)

These positions will be responsible for handling both circulation and reference services with a substantial amount of public contact. These positions are necessary to align with the Library's current staffing and scheduling plan. These positions will also create staffing efficiencies by providing services for the increased hours.

CONSEQUENCE OF NEGATIVE ACTION:

If this position change is not approved, the Library will have difficulties providing services to the public since there may not be adequate staffing to cover the additional hours.

ATTACHMENTS

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