



Contra
Costa
County

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: January 11, 2022

Subject: Add a Chief Deputy Director-Exempt position in the Employment and Human Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 25857 to add one Chief Deputy Director-Exempt (XAB1) (unrepresented) position at salary plan and grade B85 2397 (\$14,549 - \$17,685) in the Employment and Human Services Department.

FISCAL IMPACT:

Upon approval to add the Chief Deputy Director-Exempt position, there will be a total increase of \$181,249 (salary and benefits cost) to the Department's FY 21-22 budget. Adding (restoring) the position would increase Net County Cost (NCC) by \$10,875 for seven months remaining in this fiscal year. This position is funded by 60% Federal, 34% State and 6% County.

BACKGROUND:

Employment and Human Services Department (EHSD) is requesting to add the position of Chief Deputy Director-Exempt. The Department previously had a position in this classification (#15722) which was deleted during the FY 20/21 budget process. This is an existing executive management level single position classification in the Department that

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **01/11/2022** ☒ 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 11, 2022

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

Contact: Reni Radeva; (925) 608-5036;
rradeva@ehsd.ccounty.us

By: June McHuen, Deputy

cc: Sylvia Wong Tam, Reni Radeva

will provide needed executive support to the EHSD-Director-Exempt and to the

BACKGROUND: (CONT'D)

administrative services of the Department. An internal review of the administrative services needs in the Department, and of the vacant Director and Deputy Director of Administration Services Bureau positions, resulted in a decision to restore the Chief Deputy Director-Exempt position and reassign some responsibilities from the Administration Services Bureau Director and the Deputy Director to the Chief Deputy Director-Exempt. These would include Personnel, Labor Relations, Budget Development, Systems Innovation and Development (following a reorganization of Information Technology Division), Staff Development and Policy & Planning. The Chief Deputy would collaborate closely with the EHSD Director-Exempt and would be expected to act on behalf of the Director as needed. This position would have a department-wide responsibilities with no single program operation responsibilities. It would also have a wide degree of independence in the supervision and management of the assigned functions, working collaboratively with other executives to ensure that the needs of our customers and of our workforce are of the highest priority.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to add (restore) the Chief Deputy Director-Exempt position in the Employment and Human Services Department may negatively impact the Department's effectiveness and efficiency in the delivery of human services to the public, and hinder its growth, operations, and leadership stability.

ATTACHMENTS

AIR# - budget- Add Chief Deputy Director

AIR 47450 P300 25857 Add Chief Deputy Director