



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Mary Ann Mason, County Counsel  
Date: November 23, 2021

Subject: Add One Deputy County Counsel - Exempt Position in the Office of the County Counsel

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**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 25837 to add one (1) full-time Deputy County Counsel Standard - Exempt Level (2ET2) (Unrepresented) position at salary level; B8B 2097 (\$11,855.18-\$14,092.09) in the Office of the County Counsel.

**FISCAL IMPACT:**

Upon approval, this action will result in an increased annual cost of approximately \$142,262, including pension and benefit costs of \$49,792, for the full-time position. The total cost this fiscal year is estimated to be \$96,027. This is a dedicated position funded by client billings to the Health Services Department.

**BACKGROUND:**

The County Counsel's Office is requesting the addition of one full-time Deputy County Counsel position dedicated to representation of the Public Conservator and the Mental Health Division. This position will be funded by the Health Services Department to ensure the necessary legal representation in critical legal proceedings, such as conservatorship matters and involuntary medication hearings. Over the past two years, the demand for these legal services has increased significantly, necessitating use of multiple attorneys from all

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD  
COMMITTEE

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Action of Board On: **11/23/2021** ☒ 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: November 23, 2021

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

By: Laura Cassell, Deputy

Contact: Wanda McAdoo,  
(925) 655-2211

three divisions of the County Counsel's Office to address a high volume of cases at both the trial and appellate levels.

### BACKGROUND: (CONT'D)

To continue to provide adequate representation at the increased level of service now needed by the Public Conservator and the Mental Health Division, an additional permanent dedicated Deputy County Counsel position is necessary. Adding the proposed position will ensure adequate staffing to serve not only Health Services, but other clients as well.

### CONSEQUENCE OF NEGATIVE ACTION:

Insufficient staffing will hinder provision of legal services to the Public Conservator and Behavioral Health Services, Mental Health Division, in critical Conservatorship and involuntary medication proceedings and will reduce availability of service for other clients.

### ATTACHMENTS

P300 No.25837 County Counsel