



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Mary Ann Mason, County Counsel  
Date: January 18, 2022

Subject: Add one Deputy County Counsel - Advanced -Exempt position in the Office of County Counsel

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**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 25872 to add one (1) Deputy County Counsel - Advanced - Exempt (2ET3) (unrepresented) position at salary plan and grade B8B 2297 (\$14,451.40-\$17,178.18) in the Office of the County Counsel.

**FISCAL IMPACT:**

Upon approval, this action will result in an increased annual salary cost of approximately \$206,138 and pension and benefit costs of \$103,247 for the full-time position. The total cost for the remainder of this fiscal year is estimated to be \$154,693. This is a dedicated position funded by the Health Services Department.

**BACKGROUND:**

The Health Services Department is requesting and funding the addition of one full-time Deputy County Counsel. This position will ensure the necessary legal representation in critical and time sensitive review of technical software and hardware contracts and data sharing agreements. Over the past year, the demand for these specialized legal services has increased significantly, necessitating the use of multiple attorneys

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

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Action of Board On: **01/18/2022** ☒ 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 18, 2022

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

By: June McHuen, Deputy

Contact: Wanda McAdoo,  
(925) 655-2211



### BACKGROUND: (CONT'D)

in the General Law division of the County Counsel's Office to review, draft and negotiate a high volume of complex IT contracts and related documents. The Health Services Department advises that delays in contracting put millions of dollars in grant funding at risk, can cause critical CalAIM projects to be postponed and can delay implementations of critical system upgrades.

To continue to provide adequate representation at the increased level of services now needed by Health Services Information Technology, 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 in County Counsel will hinder provision of legal services to Health Services risking costly loss of grant funding and project delays for Health Services IT. It will also reduce availability of services for other clients.

### ATTACHMENTS

AIR 48158\_P300 25872 - Add Deputy County Counsel Advanced\_BOS 1.18.22.docx