



Contra
Costa
County

To: Board of Supervisors
From: Candace Andersen, District II Supervisor
Date: February 1, 2022

Subject: Adopt P300 No. 25880 to increase hours of one Board of Supervisors-Assistant Specialist and cancel a vacant Board of Supervisor-Assistant Specialist

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 25880 to increase the hours of one (1) Board of Supervisors Assistant-Specialist (J994) (unrepresented) position #2477 at salary plan and grade B85 1652 (\$6957.98 - \$8054.73) from part-time (20/40) hours to full-time (40/40) and cancel one (1) vacant part-time (20/40) hours Board of Supervisors Assistant-Specialist (J994) (unrepresented) position #14748.

FISCAL IMPACT:

Potential cost savings of \$14,129. (100% General Fund). This cost savings assumes that the vacant, part-time position to be canceled would have been filled at a future date.

BACKGROUND:

The boundaries of District II were changed during the 2021 Redistricting process resulting in the areas of Blackhawk, Diablo and Tassajara Valley being transferred from District III. District II currently has one, part-time staff member that will be assigned to cover this

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/01/2022** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V 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: February 1, 2022

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

By: June McHuen, Deputy

Contact: Gayle Israel, (925)957-8860

cc:

BACKGROUND: (CONT'D)

new area and an existing vacant, part-time position.

Today's action will increase the hours of the existing part-time incumbent from part-time (20/40) to full-time (40/40) and cancel the existing, vacant part-time position. This will result in budgetary cost savings since the County would not pay the potential health and dental costs of a future incumbent in the part-time position to be canceled, if it were to be filled at a future date. This action is proposed to be effective February 7, 2022.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the District II staffing plan for the new geographic area as a result of redistricting will not be implemented.

ATTACHMENTS

P300 No 25880