



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services
Date: May 17, 2022

Subject: Add one Deputy Director of Health Services and one Chief of Plant Operations-Exempt positions in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 25946 to add one Deputy Director of Health Services-Exempt position (VCB4) at salary plan and grade level B85-1000 (\$244,408 - \$297,079) in the Office of the Director (0540/6549) and one Chief of Plant Operations-Exempt position (VAD3) at salary plan and grade level B85-1005 (\$171,601 - \$208,583) in the Contra Costa Regional Medical Center (0540/6536); and cancel Deputy Director of Health Services-Exempt position #17943 (VCB4) at salary plan and grade level B85-1000 (\$244,408-\$297,079) and Chief of Plant Operations-Exempt position #17442 (VAD3) at salary plan and grade level B85-1005 (\$171,601 - \$208,583) effective after the retirement of both incumbents in the Health Services Department. (Unrepresented)

FISCAL IMPACT:

Upon approval, this request has an annual cost of approximately \$363,248.00 with pension costs already included. The additional cost is temporary as the Department plans to cancel two positions due to the retirement of incumbents before the end of the year. (100% Hospital Enterprise Fund I)

BACKGROUND:

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **05/17/2022** ☒ 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: May 17, 2022

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

By: June McHuen, Deputy

Contact: Jo-Anne Linares,
957-5240

The Health Services Department is requesting to add these two positions as the current incumbents are planning to retire before the end of the year. With the addition of these two critical positions, the Department can initiate the recruitment process in order to appoint and train the new hires, and allow a smooth transition.

The current incumbent of Deputy Director of Health Services-Exempt position #17943 is retiring in or about September 2022. This position oversees the Emergency Medical Services, Hazardous Materials and Environmental Health Divisions, and provide direction and guidance related to the regulatory and emergency response functions of the Health Services Department. In order to provide continuity of oversight, especially during the wildfire season, the opportunity for training and an orderly transition, the Department is requesting the addition of a Deputy Director of Health Services-Exempt position.

The current incumbent of Chief of Plant Operations-Exempt position #17442 is also retiring in or about November 2022. He will remain in place to the hospital's Joint Commission and CDPH relicensing inspections tentatively schedule in August 2022 but will not remain past November. This position was created as a result of a CDPH inspection citing significant deficiencies in the hospital's environment of care. Due to the importance of this role, the Department is requesting to add a Chief of Plant Operations-Exempt position to allow time

to recruit and hire, and for the new incumbent to work with and trained for an orderly transition.

BACKGROUND: (CONT'D)

The Department will begin recruiting immediately once the positions are approved. Soon after the transition is complete and the current incumbents retire, the Department will cancel the vacant Deputy Director of Health Services-Exempt position #17943 and Chief of Plant Operations-Exempt position #17442.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, there will not be a smooth transition for these highly critical positions within Health Services.

ATTACHMENTS

P300 No. 25946 HSD