



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services  
Date: June 21, 2022

Subject: Add eight and cancel four positions in varied classifications in the Public Health Division within Health Services

### **RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 25962 to add one (1) Volunteer Program Coordinator (X4HD) position at salary plan and grade ZB5-1582 (\$6,490 - \$7,888), and one (1) Public Health Nurse Program Manager (VWHL) position at salary plan and grade ZZX-1006 (\$11,779 - \$14,317) (Org 6521); one (1) Mental Health Clinical Specialist (VQSB) position at salary plan and grade TC2-1384 (\$5,496 - \$8,158), and one (1) Medical Social Worker II (X4VH) position at salary plan and grade 255-1590 (\$6,765 - \$8,223) (Org 5804), and cancel four (4) Health Education Specialist-Project (VWM4) positions #14293, 14294, 14296, and 16352 at salary plan and grade TC5-1207 (\$4,477 - \$5,442), and add four (4) Health Education Specialist (VMWD) positions at salary plan and grade TC5-1207 (\$4,477 - \$5,442) (Org 5797) in the Health Services Department. (Represented)

### **FISCAL IMPACT:**

Upon approval, this action will result in an approximate annual increase of \$775,715 with \$179,565 pension cost included. The salary and benefit cost increase will be funded by 43% Housing Opportunities for Persons with HIV/AIDS (HOPWA) grant funds and 57% Public Health Emergency Preparedness (PHEP) funds.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **06/21/2022** ☒ 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: June 21, 2022

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

By: June McHuen, Deputy

Contact: Dora Regalado, (925)  
608-5311

**BACKGROUND:**

Contra Costa Health Services (CCHS) receives funding from the State's California Department of Public Health (CDPH) program every year to support Public Health Emergency Preparedness operations. This funding supports a variety of emergency planning positions and is being allocated to support the addition of a Volunteer Program Coordinator for the emergency response volunteer and Medical Reserve Corps (MRC) within the Health Emergency Response Unit (HERU) division of CCHS. This position will be responsible for planning and overseeing the volunteer staff that supports their covid and emergency response activities. The funding will also support adding a Public Health Nurse Program Manager position that will have clinical oversight to its operations and participate in emergency planning for the current and any future Public Health emergencies. The requested Mental Health Clinical Specialist and Medical Social Worker II positions will support the HIV/AIDS and STD Program to provide

### BACKGROUND: (CONT'D)

Medical Case Management and Psychosocial Support Services to over 800 clients living with HIV or AIDS in Contra Costa County. HOPWA funds are provided through the U.S. Department of Housing and Urban Development (HUD) to the City of Oakland as administering agent. The Department of Conservation and Development (DCD) designated CCHS Public Health to administer the grant through the HIV/AIDS and STD Program. CCHS was awarded \$952,988 in HOPWA funds to be spent from July 1st, 2021 to June 30th, 2024. The HIV/AIDS and STD Program will administer this grant to provide emergency financial assistance to support low-income people living with HIV/AIDS with transportation, food, permanent housing, short-term rent, mortgage, and utility payments. Medical Case Management and Psychosocial Support Services will also be provided.

Over 15 years ago, the School Based program was developed under Public Health Clinic Services. Currently, the program is implemented in four (4) school districts in Contra Costa County, with over ten (10) high and middle schools. In the past two years, the program has lost over half of its personnel to other agencies, and has had trouble attracting and hiring project and/or temporary employees. Because this is a well-established program with no funding concerns, Public Health would like to request that these four (4) Health Education Specialist - Project positions be canceled and replaced with merit system positions with the goal of long-term sustainability and retention.

### CONSEQUENCE OF NEGATIVE ACTION:

If this request is not approved, these positions will not be properly allocated to Public Health and will negatively affect program activities.

### ATTACHMENTS

P300 No. 25962 HSD