



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services
Date: September 13, 2022

Subject: Cancel seven (7) project positions and Add ten (10) project positions in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 26017 to cancel two (2) vacant Disease Intervention Technician - Project (V7W1) positions #17988 and #17989 at salary plan and grade TC5-1284 (\$5,073 - \$6,166), one (1) vacant Director, Public Health Laboratory Services - Project (V0D1) position #18022 at salary plan and grade ZA5-1984 (\$10,145 - \$12,332), three (3) vacant Planner/Evaluator-Level A-Project (VCS5) positions #18020, #10821, and #10844 at salary plan and grade ZB2-1099 (\$4,352 - \$6,302), and one (1) vacant Health Services Administrator - Level B-Project (VAN2) position #18222 at salary plan and grade ZB2-1323 (\$5,432 - \$8,901); and add ten (10) Intermediate Typist Clerk - Project (JWV1) positions at salary plan and grade 3RH-0753 (\$3,681 - \$4,567) in the Health Services Department. (All represented)

FISCAL IMPACT:

Upon approval, this action will result in an approximate annual cost savings of \$70,535 with \$31,667 in pension cost included. These positions will be fully offset by California Department of Public Health (CDPH) Immunization Funding Rounds 2, 3, and 4.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/13/2022** ☒ 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: September 13, 2022

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

By: June McHuen, Deputy

Contact: Larita Clow, (925)
957-5244

BACKGROUND:

The Public Health Division in the Health Services Department is requesting to cancel two Disease Intervention Technician - Project, one Director, Public Health Laboratory Services - Project, three Planner/Evaluator-Level A-Project, and one Health Services Administrator - Level B-Project positions that were added for COVID-19 staffing. The Department has determined that these project positions are no longer needed for COVID response, and can be canceled.

Due to the recent MonkeyPox case increases in the County and national outbreaks, the Public Health's COVID and Monkeypox response requires a shift in the type of staffing needed to support operations. Therefore, the division is requesting to add ten Intermediate Typist Clerk - Project positions to support the COVID and Monkeypox response. The division is in urgent need for more stable and dedicated clerical positions to support the vaccination sites. These project positions will be responsible for scheduling and registering individuals seeking vaccination appointments for Monkeypox and COVID using cclink over the phone and in-person, and answering phone calls. These positions will help the Public Health Division meet the urgent operational needs required to provide Monkeypox vaccines in our community by expanding their staff capacity.

CONSEQUENCE OF NEGATIVE ACTION:

If this request is not approved, the division will not have the proper staff to effectively address the COVID and Monkeypox response.

ATTACHMENTS

P300 No. 26017 HSD