



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services  
Date: September 20, 2022

Subject: Add one (1) Registered Health Information Technologist in the Health Services Department.

**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 26026 to add one (1) Registered Health Information Technologist (VITA) position at salary plan and grade K65-1337 (\$5,346-\$6498) in the Health Services Department. (Represented)

**FISCAL IMPACT:**

Upon approval, this action will result in an annual cost of approximately \$130,829 with \$28,801 in pension cost included. The additional cost will be funded 100% by Mental Health Realignment revenue.

**BACKGROUND:**

The Behavioral Health Administration in the Health Services Department is requesting to add one (1) Registered Health Information Technologist. Due to the added complexity of handling medical records, the department is requesting this position to provide oversight and guidance to the current Medical Records Technicians. The Registered Health Information Technologist will provide training and support in the management of electronic health records systems, and respond to requests for sensitive information while adhering to the confidentiality of substance use disorder patient records. This position is necessary to

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/20/2022** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I  
Supervisor  
Candace Andersen, District II  
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 20, 2022

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

ABSENT: Diane Burgis, District III  
Supervisor

By: June McHuen, Deputy

Contact: 925-957-5267

adhere to the standards and constant updates to the complex electronic health records systems.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this action is not approved, the Behavioral Health Administration will continue to struggle to maintain the standards of managing complex electronic health records systems.

## ATTACHMENTS

P300 No. 26026 HSD