



Contra  
Costa  
County

To: Board of Supervisors

From: Anna Roth, Health Services

Date: September 20, 2022

Subject: Add three positions in the Public Health Division within Health Services

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

ADOPT Position Adjustment Resolution No. 26028 to add one (1) Public Health Program Specialist II (VBND) position at salary plan and grade ZA5-1711 (\$7,742 - \$9,411) (Org 5762), one (1) Medical Interpreter (VMVD) position at salary plan and grade TC5-1275 (\$5,028- \$6,112) (Org 5815), and one (1) Buyer II (STTA) position at salary plan and grade ZB5-1525 (\$6,440 - \$7,828) (Org 5835) in the Health Services Department. (Represented)

### **FISCAL IMPACT:**

Upon approval, this action will result in an overall annual increase of \$479,785 with \$108,664 in pension cost included. These positions will be fully offset by 40% Birth and Death Certificate Program Revenue (Public Health Program Specialist II), 33% Public Health Workforce Development Grant (Buyer II), and 27% Refugee Health Assessment Program Grant (Medical Interpreter).

### **BACKGROUND:**

Contra Costa Health Services (CCHS) is requesting to add one Public Health Program Specialist II position within the Public Health Division. CCHS operates the State mandated

☒ 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

ABSENT: Diane Burgis, District III  
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

By: June McHuen, Deputy

Contact: Larita Clow, (925)  
957-5244

Vital Registration Office (VR). The main function of VR office is to register all births and deaths that occur within Contra Costa County. The office receives most of their revenue from birth and death certificates, generating about \$1.8M/year with a program cost of \$600,000, leaving an annual net income of about \$1.2M. The office is operated by County staff and is self-funded. Adding the Public Health Program Specialist II position would be at no cost to the General Fund. This position will responsible for hiring, training, directing, and supervising subordinate staff.

CCHS receives funding to provide refugee health screenings and to establish care for all qualified refugees, asylees, parolees, and victims of trafficking who settle in the County. Currently, these individuals and families are mostly Dari, Farsi or Pashto speaking Afghan refugees who require medical interpretation for their clinic and hospital visits and other support services provided by CCHS. Recently, the number of refugees has risen from about 50 - 80 per year to more than 100 per month resulting in a greater need for interpretation services for this population.

### BACKGROUND: (CONT'D)

Nationally, the number of refugees has also increased with a growing need for these languages on the Health Care Interpreter Network (HCIN) and their contracted language provider, Language Line Services (LLS). The Public Health Division is requesting to add one Medical Interpreter that will provide interpretation services to Afghan refugees. The California Department of Public Health (CDPH) awarded CCHS \$1,910,858 on August 31, 2021, to support the public health workforce development. Funding supports positions to establish, expand, train, and sustain the public health workforce to better respond to Covid-19 and other public health crisis in the future. The Buyer II position will be embedded into the Public Health department to strengthen the infrastructure and to establish a more responsive and scalable department. It will help develop a division wide purchasing structure needed to better respond to future Public Health emergencies. The position will help meet the CCHS prepared budget and work plan that was approved by CDPH in October 2021. In order to meet the deliverables of the funding, the department is requesting to add one Buyer II position.

### CONSEQUENCE OF NEGATIVE ACTION:

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

### ATTACHMENTS

P300 No. 26028 HSD