



Contra  
Costa  
County

To: Board of Supervisors  
From: Alison McKee, County Librarian  
Date: October 18, 2022

Subject: Increase the hours of Librarian II position from 32/40 to 40/40

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**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 26047 to increase the hours of one (1) vacant 32/40 Librarian II (3AVD) (represented) position number 17004 to 40/40 in the Library Department.

**FISCAL IMPACT:**

Upon approval, this action will result in an annual cost to the Library Fund of approximately \$18,746. No fiscal impact to the County general fund.

**BACKGROUND:**

The Library has been working on a reallocation of resources to create more efficient staffing at its branch locations. As part of that plan, the Library has increased or modified hours at various locations, including at the El Sobrante Library. As a result of this change, the Library has determined that the El Sobrante community would be better served with a full-time Librarian at that location.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

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Action of Board On: **10/18/2022** ☒ 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: October 18, 2022

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

By: June McHuen, Deputy

Contact: Samuel Treanor at  
925-608-7702

Following the beginning of the COVID-19 pandemic, the Library worked on evaluating its staffing and scheduling plans to best meet the needs of patrons. Following this evaluation, the Library determined that its community libraries should each have at least a Tuesday through Saturday schedule. As part of that determination, the Library has been working to adjust schedules of its vacant positions to align with this new scheduling plan.

The Library has determined that the current, recently vacated part-time Librarian II position located in El Sobrante would better serve the needs of the public if it was a full-time position. This will allow for more time for more professional library services to be available in the branch and to provide needed flexibility in service to the community. Additionally, recruitment and retention for a full-time position will be easier than for a part-time position.

CONSEQUENCE OF NEGATIVE ACTION:

If this position change is not approved, the Library will have difficulties with recruitment and retention, as well as providing services to the public.

ATTACHMENTS

P300 26047 Inc Lib II from 32-40 to 40-40 at ESL