



**Contra
Costa
County**

To: Board of Supervisors
From: Marla Stuart, Employment and Human Services Director
Date: March 7, 2023

Subject: Add one Employment and Human Services Division Manager (XADD) (represented)

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 26124 to add one (1) Employment and Human Services Division Manager (XADD) (represented) at Salary Plan and Grade ZA2 1841 (\$9,072.35- \$11,613.75), for a limited period through July 31, 2023, pending the announced retirement of an incumbent in the Children and Family Services Bureau of the Employment and Human Services Department (EHSD).

FISCAL IMPACT:

Upon approval of this action, the total cost adjustment of salary and benefits will increase by \$12,487 this fiscal year for the limited time duration of the position, which we anticipate ending on July 23, 2023. There will be an increase/decrease in pension cost by \$14,531. This position is located in the Children and Family Services Bureau with funding sources/ratios of 72% State, 19% Federal, and 19% County.

BACKGROUND:

The Employment and Human Services Department (EHSD) is requesting to add one (1) Employment and Human Services Division Manager position temporarily pending the

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **03/07/2023** ☒ 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
Ken Carlson, 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: March 7, 2023

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

Contact: Anna Adriano, (925)
608-5024

By: June McHuen, Deputy

cc:

retirement of an incumbent Employment and Human Services Division

BACKGROUND: (CONT'D)

Manager. The Division manager position is critical in the operations of Children and Family Services (CFS). They have the responsibility of identifying and securing Relative Family Approval (RFA) placement for youth in need of alternate care. This position has become increasingly crucial since the implementation of the Continuum of Care Reform and the decrease in available beds and placement resources for high-level placement needs youth. This position is an anticipation of the retirement on July 31, 2023, of an incumbent Employment and Human Services Division Manager. The Department is requesting the creation of a parallel position to ensure adequate training and smooth transition of responsibilities.

CONSEQUENCE OF NEGATIVE ACTION:

If not filled, management and oversight of Child Welfare Operations, Services and Support to Social Work Supervisors, Social Workers and youth in need of placement will diminish. Creating increased liabilities, challenges in delivering services, securing placement, shelter options in addition to a potentially negative impact on supervision, safety, risk and oversight of Bureau policies as well as children in foster care.

CHILDREN'S IMPACT STATEMENT:

ATTACHMENTS

AIR 52563 P300 26124 Add DM