



Contra Costa County Position Adjustment Resolution (PAR) Form

This form is to be completed for midyear Position Adjustment Requests, for consideration outside the County's annual budget development process, per Administrative Bulletin No. 400 Section IV.C.

I. DEPARTMENT REQUEST

Agency and Dept Name: CCA18 Health Services

☒ Dept No(s). 0301 Org No(s). 5711

Action Type: Other

☒ Net FTE Change:

Proposed Effective Date:

Action Requested:

Retitle the classification of Medical Socialist Services Director (X4HE) in salary plan and grade ZA5 1676 (\$103,890.31 - \$126,279.33) to Detention Health Medical Social Services Manager (XXXX) and reallocate the salary plan to salary plan and grade ZA5 1844 (\$122,692.14 - \$149,133.08). (represented)

Fiscal Impact:

Cost is within Department's Budget: ☒ Yes ☐ No

Total Annual Cost: \$ 36,703.12

Total this FY: \$ 36,703.12

Net County Cost: \$ 0.00

NCC this FY: \$ 0.00

Source of Funding: 100% West County Re-Entry (County General Fund)

Use an additional sheet for further explanation or comments.

Total One-Time Cost:

II. COUNTY ADMINISTRATOR REVIEW

PAR No. 26451

Comments:

Released to HR for further study/review

Sarah Kennard

08/13/2025

(for) County Administrator

Date

(for) Department Head

Date

III. HUMAN RESOURCES (HR) REVIEW/RECOMMENDATION

ADOPT Position Adjustment Resolution 26451 to reallocate the classification of Medical Social Service Director (X4HE) from salary plan and grade ZA5 1676 (\$8,917.25 - \$10,838.98) to salary plan and grade ZA5 1844 (\$10,531.08 - \$12,800.59) and retitle the classification to Medical Social Services Manager (X4HE). (represented)

(for) Director of Human Resources: Lauren Ludwig

Date: 07/07/2026

IV. COUNTY ADMINISTRATOR APPROVAL

Approve HR Department Recommendation(s): ☒ Yes ☐ No ☐ N/A

If No or N/A, CAO Recommendation(s):

BOS Approval Required: ☒ Yes ☐ No

Effective: ☒ Day following Board Approval

☐ Date: _____

Jason Chan

08/04/2026

(for) County Administrator

Date

V. BOARD OF SUPERVISORS ACTION

Adjustment Resolution: ☒ ADOPTED ☐ OTHER ACTION:

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

By:

Date: 08/19/2026