



# 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). 0540      Org No(s).  
Action Type: Establish a classification      Net FTE Change: 0.00      Proposed Effective Date: 06/24/2026

**Action Requested:**

Establish the classification of Chief Operating Officer - Exempt in the Health Services Department

**Fiscal Impact:**

Cost is within Department's Budget:  Yes  No

Total Annual Cost:

Total this FY:

Net County Cost:

NCC this FY:

Source of Funding:

Use an additional sheet for further explanation or comments.

### II. COUNTY ADMINISTRATOR REVIEW

PAR No. 26610

**Comments:**

Released to HR for further study/review

Jason Chan

06/17/2026

(for) County Administrator

Date

(for) Department Head

Date

### III. HUMAN RESOURCES (HR) REVIEW/RECOMMENDATION

ADOPT Position Adjustment Resolution No. 26610 to establish the classification of Chief Operating Officer - Exempt (VAB4) at salary plan and grade B85-1032 (\$30,833.10 - \$37,477.82) in the Health Services Department. (Unrepresented)

(for) Director of Human Resources: Lauren Ludwig

Date: 06/17/2026

### 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

06/17/2026

(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: Stacy M. Boyd

Date: 06/23/2026