

DEPARTMENT: Human Services Dept. BY: Tom Archer PHONE: 966-3609
Social Services Division

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes___ No X)

It is recommended that your board delete the Contract Administrator position and replace that position with a Social Worker III classification within the Department of Human Services. The only incumbent to occupy this position recently retired from County service providing an opportunity to better integrate these programs into the administrative structure of the Department of Human Services where they were assigned by your Board in mid-1997. Adding one Social Worker III to the Department would permit assigning a Department Social Worker to provide direct services and reports associated with CAA programs as well as other programs historically located within that area but closely associated with other Human Services Department programs. This would provide a more efficient and effective direct service and administrative operation and it would provide needed leverage of resources to the CAA funds since the position would also have duties associated with the Human Services Department and funding provided by State and Federal funding sources.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The CAA was created in 1991 by action of your Board and the Calaveras County Board of Supervisors. Administration of the program was lodged in the former Mariposa County Housing and Community Development Department. Your Board reassigned that Department's programs to the Department of Human Services in mid-1997 following the resignation of the HCD Director. Staff of the CAA consists of one Contract Administrator and the Human Services Director who serves as the Executive Director of the CAA. With the retirement of the Contracts Administrator it is now possible to appoint a staff person from the Human Services Department who would be partially funded by the Department which would enhance the position funding for providing services to the programs within the CAA while at the same time provide greater coordination of services for all programs.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Fill the Contract Administrator position as it is. This would miss the present opportunity to create a more efficient, effective administrative and service delivery structure with enhanced funding and options for both CAA and Human Services programs.

COSTS: () Not Applicable		SPECIAL INSTRUCTIONS:
A. Budgeted current FY	\$ _____	List the attachments and number
B. Total anticipated costs	\$ _____	the pages consecutively:
C. Required additional funding	\$ _____	_____
D. Internal Transfers	\$ _____	_____
SOURCE: () 4/5ths Vote Required		
A. Unanticipated revenues	\$ _____	
B. Reserve for contingencies	\$ _____	
C. Source description: _____		
Balance in Reserve for Contingencies,		
if approved: \$ _____		

CLERK'S USE ONLY:

Res. No.: 99-243

Vote - Ayes: 5

Absent: _____

Approved _____

() Minute Order Attached () No Action Necessary

Ord. No. _____

Noes: _____

Abstained: _____

() Denied

The foregoing instrument is a correct copy of the original on file in this office.

Date: _____

ATTEST: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California

BY: _____

Deputy

COUNTY ADMINISTRATIVE OFFICER'S RECOMMENDATION:

This item on agenda as:

- Recommended
- Not Recommended
- For Policy Determination
- Submitted with Comment
- Returned for Further Action

Comment: _____

C.A.O. Initials: [Signature]