



# Board Agenda Item 36

DATE: March 17, 2026

TO: Board of Supervisors

SUBMITTED BY: Joe Prado, Director, Department of Public Health

SUBJECT: Salary Resolution Amendment

RECOMMENDED ACTION(S):

**Approve Amendment to the Salary Resolution deleting seven (7) vacant positions, adding seven (7) positions, and adding two (2) Senior Staff Analyst allocations, with no net increase in positions, to Public Health Org 5620, effective March 30, 2026, as reflected in Appendix “C”.**

There is no increase in Net County Cost associated with approval of the recommended actions. Approval of the recommended actions will delete seven (7) vacant positions, add seven (7) positions, and add two (2) Senior Staff Analyst allocations, with no net increase in the total number of positions within Public Health Org 5620. The Department reviewed staffing levels, program needs, and changes to funding and determined that an adjustment is necessary and warranted. Services to the public will not be negatively impacted. This item is countywide.

ALTERNATIVE ACTION(S):

Should your Board not approve the recommended actions, the existing table of positions would remain unchanged, the Department would not be able to fill positions needed to complete professional responsibilities aligned with the classifications added, and the Department would carry seven (7) vacant positions without the intent to fill them.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended actions. The annual cost of adding seven (7) positions is \$631,771, offset by the deletion of seven (7) vacant positions (\$618,876), resulting in a net increase in total costs of \$12,895. Funding for the added positions will be drawn from environmental health fees and existing grants. The Department recognizes the potential for further fiscal adjustments given the current uncertainties in State and Federal funding. This proposal strategically aligns staffing with operational needs while maintaining flexibility to adapt to future funding shifts. Sufficient appropriations and estimated revenues are available in Public Health Org 5620 FY 2025-26 Adopted Budget and will be included in future budget requests.

DISCUSSION:

The Department continues to implement essential staffing adjustments as part of a five-year financial sustainability plan to address rising operational costs and anticipated funding reductions. To support this strategy, the proposed adjustments will allow the Department to align resources with projected revenues and service needs, while enhancing operational flexibility and ensuring the Department has the appropriate classifications to support operational efficiency and address evolving priorities.

Approval of the recommended action will add the following positions:

- 1) Environmental Health Specialist Trainee (5)
- 2) Supervising Program Technician (1)
- 3) Program Technician - Confidential (1)

Approval of the recommended action will delete the following positions:

- 1) Administrative Case Worker (2)
- 2) Occupational Therapist (1)
- 3) Office Assistant (1)
- 4) Health Educator (1)
- 5) Health Education Assistant (1)
- 6) Office Assistant - Confidential (1)

Approval of the recommended action will also increase the Department's Senior Staff Analyst allocation by two, with no net increase in positions. Changes in funding and priorities from the State and Federal level have resulted in the need for enhanced oversight to ensure appropriate management of budgets, grants, and compliance with shifting State, Federal, and local regulations. These duties are more closely aligned with the salary and job specifications of a Senior Staff Analyst. Increasing the Senior Staff Analyst allocation will permit flexibility to fill positions at a higher level, when needed, without increasing the number of positions.

Approval of the recommended action will approve staffing changes that are necessary to better support the goals and objectives of the Department, with no additional Net County Cost and no increase to the number of total positions within Public Health Org 5620.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Salary Resolution Amendment - Appendix "C"

CAO ANALYST:

Ronald Alexander