

**THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
BOARD ACTION SUMMARY**

DEPT: Health Services Agency

BOARD AGENDA: 5.B.1
AGENDA DATE: April 24, 2018

SUBJECT:

Approval to Appoint a Staff Services Coordinator at the Health Services Agency at Step Five (5) of the Salary Range

BOARD ACTION AS FOLLOWS:

RESOLUTION NO. 2018-0171

On motion of Supervisor Chiesa Seconded by Supervisor Monteith
and approved by the following vote,

Ayes: Supervisors: Olsen, Chiesa, Withrow, Monteith, and Chairman DeMartini

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

- 1) Approved as recommended
- 2) Denied
- 3) Approved as amended
- 4) Other:

MOTION:

ATTEST:



ELIZABETH A. KING, Clerk of the Board of Supervisors

File No.

**THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
AGENDA ITEM**

DEPT: Health Services Agency

BOARD AGENDA:5.B.1
AGENDA DATE: April 24, 2018

CONSENT:

CEO CONCURRENCE: YES

4/5 Vote Required: No

SUBJECT:

Approval to Appoint a Staff Services Coordinator at the Health Services Agency at Step Five (5) of the Salary Range

STAFF RECOMMENDATION:

1. Authorize the Health Services Agency to offer employment to Juana Dominguez as a Staff Services Coordinator at step five of the salary range, \$36.91 per hour

DISCUSSION:

The Health Services Agency is requesting to fill a current vacancy in the Staff Services Coordinator classification. The Health Services Agency has recently conducted an open recruitment, seeking qualified applicants to fill a grant-funded position in the Local Oral Health Program. This program was awarded to the Health Services Agency in January 2018 by the California Department of Public Health, and approved by the Board of Supervisors on February 13, 2018. While there were 18 applicants who passed the oral interviews, this candidate is clearly the best positioned to on-board quickly and coordinate the scope of work of the recently received grant contract. The skillset needed for this position requires a significant amount of operational knowledge in the oral health field and grant programs, which most entry level applicants would not have initially.

Juana Dominguez is an exceptional applicant with over twelve years in the Public Health field, accruing experience in health promotion and wellness, program planning and implementation, and community engagement. She earned a Master's Degree in Public Health in 2010, as well as a Master's Degree in Business Administration in 2014. She is experienced as a Health Promotion and Cultural/Linguistic Manager, a Wellness Coach, a CalFresh Program Director, and was previously employed in this department as a Health Educator. She is familiar with Public Health programs and their operation and has acquired additional program management experience throughout her career. She is well-informed on the oral health needs of the community and effective interventions including health care provider training. She has also served as the Chair of the Healthier Community Coalition in San Joaquin County, which is charged with overseeing the community needs assessment and community health improvement plan, two requirements of the planning phase of the Oral Health Program.

The Health Services Agency is requesting to employ Ms. Dominguez at an hourly rate of \$36.91 to provide compensation commensurate with her current salary and level of

experience. Ms. Dominguez is not willing to accept an hourly rate below the fifth step. While there are others on the eligibility list who the department could employ, Ms. Dominguez is the best-positioned to on-board quickly and provide services to the community at her start.

POLICY ISSUE:

Approval by the Board of Supervisors is required to appoint a candidate at step five of the classification.

FISCAL IMPACT:

The estimated annual cost associated with this position is \$127,479 including benefits. Funding for this position is included in the 2017-2018 Fiscal Year budget and no increase in appropriations is being requested.

BOARD OF SUPERVISORS' PRIORITY:

This recommended action is consistent with the Boards' priority of *Supporting Community Health and Delivering Efficient Public Services and Community Infrastructure* by providing resources to meet the community needs.

STAFFING IMPACT:

This action will allow the Health Services Agency to fill a vacant Staff Services Coordinator position with a highly qualified applicant.

CONTACT PERSON:

Mary Ann Lee, Managing Director

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