



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Human Services Agency



**Date:** December 9, 2014  
**Board Meeting Date:** February 10, 2015  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors  
**From:** Iliana Rodriguez, Director, Human Services Agency  
**Subject:** Salary Ordinance Amendment

**RECOMMENDATION:**

Adoption of an amendment to the Master Salary Ordinance adding three Social Worker III positions to Children and Family Services department (Org Code: 74251) of the Human Services Agency, previously introduced on January 27, 2015, and waive the reading of the ordinance in its entirety.

**BACKGROUND:**

The Children and Family Services (CFS) Department of Human Services Agency provides a myriad of child protective services (CPS). By state law, CFS is required to have staff available 24/7 to respond to complaints of child endangerment and take steps to ensure the safety and well-being of the children in the community. Historically, CFS has had one after-hours social worker for the weekdays and one after-hours worker for the weekend.

From FY 2010 to FY 2013, there has been an increase in the number of CPS calls from 3,675 per year to 5,005 per year (36.2%). This increase has resulted in excessive overtime (OT) hours and extra-help staff to meet the needs of the community at a cost of approximately \$837,706 to the County. The increase in overtime hours and the shortage of staff have taken its toll on existing staff, created interruptions in daily work and diminished the ability of the Human Services Agency to provide the consistency of services necessary to assure the safety of the children in the San Mateo County.

**DISCUSSION:**

The addition of three Social Worker III positions to CFS will enable the Department to cover both a swing shift (4:00 p.m. to midnight) and a graveyard shift (midnight to 8:00 a.m.) seven days a week. The addition of these Social Workers will strengthen the ability of the Human Services Agency to provide consistent coverage, and critical

services to ensure the safety and well-being of children in San Mateo County as well as reduce overtime and extra help expenditures which are estimated to be \$445,000 per year

This Salary Ordinance amendment has been reviewed and approved by County Counsel as to form.

Adopting this Salary Ordinance contributes to Shared Vision 2025 outcome of a Prosperous Community and the Human Services Agency's goal to end child abuse by providing services and education to the community for the purpose of protecting the safety and well-being of children.

**FISCAL IMPACT:**

The annual increase in salary and benefits for the three permanent Social Worker III positions is \$392,706. This request represents no change in the salary and benefits cost as the department will be using the savings in overtime and extra-help expenditures. The estimated decrease in the overtime and extra help expenditures is estimated to result in a net savings of \$445,000. There is a change in the total number of authorized positions by three (3). There is no change to Net County cost as the result of this action.