

CONTRA COSTA COUNTY
RECEIVED

POSITION ADJUSTMENT REQUEST

NO. 20656 ✓

DATE 1/06/2009

DEC 9 2008



Department No./

COPERS

Budget Unit No. 0620/0621 Org No. 3721/3796 Agency No. 85

Action Requested: ~~CANCEL~~ Position number 6224 in Budget Unit 0621/Org 3796 and INCREASE Position number 12931 in Budget Unit 0620/Org 3721 from 20/40 Librarian to 40/40 Librarian

Proposed Effective Date: January 2, 2009

Classification Questionnaire attached: Yes No Cost is within Department's budget: Yes No

Total One-Time Costs (non-salary) associated with request: \$0

Estimated total cost adjustment (salary/benefits/one time):

Total annual cost \$(18,486) Net County Cost \$-0-

Total this FY \$(9,243) N.C.C. this FY \$-0-

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Cost Savings

Department must initiate necessary adjustment and submit to CAO.

Use additional sheet for further explanations or comments

Debra Cain
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN SERVICES DEPARTMENT

Doreen J. Jaramila
Deputy County Administrator

12/5/08
Date

HUMAN RESOURCES DEPARTMENT
RECOMMENDATION

DATE 2/14/09

CANCEL- One (1) Permanent Part-time 20/40 Librarian position #6224 represented and increase the hours of Librarian position # 12931 represented from 20/40 to 40/40 as recommended by the Assistant County Administrator-Human Resources Director.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic/Exempt salary schedule

Effective: Day following Board Action.

3/1/09 (Date)

[Signature]
(for) Director of Human Resources

COUNTY ADMINISTRATOR RECOMMENDATION

DATE: 2/13/09

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: _____

Richard Smith
(for) County Administrator

BOARD OF SUPERVISORS ACTION

Adjustment APPROVED DISAPPROVED

DATE: February 24, 2009

David Twa, Clerk of the Board of Supervisors and County Administrator

BY: *[Signature]*

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL/SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es)/position(s) as follows:

08 DEC -9 PM 4:01
A LINDA COSTA COUNTY