

POSITION ADJUSTMENT REQUEST



NO. 20680
DATE _____

DEPARTMENT NO./ DEPARTMENT: Health Services/Office of the Director BUDGET UNIT NO. 0540 ORG NO. 6549 AGENCY NO. A-18 COPERS

ACTION REQUESTED: Transition Senior Health Education Specialist-Project position #10080 and its incumbent Dawna Vann (employee#54409) into the Merit System

PROPOSED EFFECTIVE DATE: May 1, 2009
~~February 1, 2009~~

CLASSIFICATION QUESTIONNAIRE ATTACHED: YES NO Cost is within dept budget: Yes No

TOTAL ONE TIME COSTS (non-salary) ASSOCIATED WITH REQUEST: \$ _____

ESTIMATED TOTAL COST ADJUSTMENT (salary/benefits/one-time):

TOTAL ANNUAL COST \$ 0.00 NET COUNTY COST \$ _____

TOTAL THIS FY \$ 0.00 N.C.C. THIS FY \$ _____

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: No Cost

DEPARTMENT MUST INITIATE NECESSARY ADJUSTMENT AND SUBMIT TO CAO.
USE ADDITIONAL SHEET FOR FURTHER EXPLANATIONS OR COMMENTS.

Dorette McCollum
Dorette McCollum, Personnel Services Assistant III
(for) William. B. Walker, M.D., Health Services Director

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Arnall Dore Anne 3/29/09
DEPUTY COUNTY ADMINISTRATOR DATE

HUMAN RESOURCES DEPARTMENT RECOMMENDATION: DATE 4/27/2009

TRANSITION Sr. Health Education Education-Specialist-Project position #10080 and its incumbent into the Merit System.

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

Effective: Day following Board Action
 May 12, 2009 (date)

(for) DIRECTOR OF HUMAN RESOURCES

COUNTY ADMINISTRATOR RECOMMENDATION DATE: _____

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

(for) COUNTY ADMINISTRATOR

BOARD OF SUPERVISORS ACTION: David Twa, Clerk of the Board of Supervisors/County Administrator

Adjustment APPROVED DISAPPROVED

DATE: _____ BY: _____

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:

