

POSITION ADJUSTMENT REQUEST

NO. 20677
DATE 02/20/09

DEPARTMENT: Health Services/Hospital & Clinics DEPARTMENT NO./ BUDGET UNIT NO. 0540 COPERS ORG NO. 6505 AGENCY NO. A-18

ACTION REQUESTED: INCREASE the hours of position #7486 Health Services Education and Training Specialist (VWSM) from 32/40 to 40/40.

PROPOSED EFFECTIVE DATE: Day Following Board Action

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

TOTAL ONE TIME COSTS (non-salary) ASSOCIATED WITH REQUEST:	\$	<u>-0-</u>		
ESTIMATED TOTAL COST ADJUSTMENT (salary/benefits/one-time):				
TOTAL ANNUAL COST	\$	<u>23,300.16</u>	NET COUNTY COST	\$ <u>23,300.16</u>
TOTAL THIS FY	\$	<u>5,825.04</u>	N.C.C. THIS FY	\$ <u>5,825.04</u>

HUMAN RESOURCES DEPT
2009 APR - 2 AM 2:27

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: Completely offset by ~~cancelation of position and overtime~~ straight time offset

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

William B. Walker
(for) WILLIAM B. WALKER, M.D., HEALTH SERVICES DIRECTOR

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

David Twa
DEPUTY COUNTY ADMINISTRATOR DATE 3/26/09

HUMAN RESOURCES DEPARTMENT RECOMMENDATION: DATE 4/27/2009

INCREASE hours of Health Services Education and Training Specialist (VWSM) position #7486 from 32/40 to 40/40.

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:

IF REQUEST IS TO ADD PROJECT POSITIONS/CLASSES, PLEASE COMPLETE OTHER SHEET

CONTRA COSTA COUNTY RECEIVED
APR 02 2009
OFFICE OF COUNTY ADMINISTRATOR