

POSITION ADJUSTMENT REQUEST

NO. 20762
DATE 12/9/09

Department Health Services - Mental Health Department No./
Budget Unit No. 0467 Org No. 5948 Agency No. A-18

Action Requested
Transition Mental Health Clinical Specialist position #13233 and incumbent into the merit system.

Proposed Effective Date: 12/1/2009

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

Total One-Time Costs (non-salary) associated with request: \$ 0.00

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

Total annual cost	\$ <u>\$1850.0000</u>	Net County Cost	\$ <u>0.00</u>
Total this FY	\$ <u>\$925.0000</u>	N.C.C. this FY	\$ <u>0.00</u>

SOURCE OF FUNDING TO OFFSET ADJUSTMENT ~~XXXXX XXXXX XXXXX XXXXX~~ 100% MH Re-alignment

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Lorina C. Manor
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

[Signature] 12/9/09
Deputy County Administrator Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 12/17/2009

TRANSITION (1) Mental Health Clinical Specialist-Project (VQS2) position \$13233 and incumbent into the merit system classification, Mental Health Clinical Specialist (VQSB) and at salary level (\$4333 - \$6433)

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

Effective: ☒ Day following Board Action.
☐ (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:

Adjustment APPROVED ☐ DISAPPROVED ☐

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

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: