

POSITION ADJUSTMENT REQUEST

NO. 21204
DATE 11/8/2012

Department EHSD/CSB

Department No./

Budget Unit No. 0588 Org No. 1482 Agency No. 019

Action Requested: Reduction of Work Hours from 40/40 hours to 32/40 hours for 1 Child Nutrition Worker III - Project (98G2), represented position; 2 Child Nutrition Workers II - Project (98G1) represented position; 4 Child Nutrition Food Services Transporters-Project (98W21) represented position in CSB effective January 1, 2013.

Proposed Effective Date: 1/1/2013

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 (\$71,232.00)

Net County Cost \$0.00

Total this FY (\$35,616.00)

N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 50% Federal, 50% State

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

Terry Speiker

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Kevin J. Corrigan

11/13/2012

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 11/19/2012

see ATTACHMENT 1

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

Effective: ☐ Day following Board Action.

☒ 1/1/2013(Date)

TED CWIEK

11/19/2012

(for) Director of Human Resources

Date

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 is APPROVED ☐ DISAPPROVED ☐

David J. 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: