

**POSITION ADJUSTMENT REQUEST**

NO. 21624-A  
DATE 2/20/2015

Department HEALTH SERVICES Department No./  
Budget Unit No. 0540 Org No. 6398 Agency No. A18

Action Requested: Increase the hours of four (4) permanent part-time positions: one Therapy Assistant (V5WF) position #12173 from 36/40 to 40/40, one Physical Therapist II (V5VF) position #8991 from 28/40 hours to 32/40, two Respiratory Care Practitioner II (VIVA) position # 8684 from 24/40 hours to 32/40 and position #9626 from PI/40 to 16/40 hours in the Health Services Department.

Proposed Effective Date: 3/11/2015

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 \$82,171.36 Net County Cost \$0.00  
Total this FY \$53,896.78 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Enterprise I

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

Shelanda Adams

\_\_\_\_\_  
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Dorothy Sansoe

4/29/2015

\_\_\_\_\_  
Deputy County Administrator

\_\_\_\_\_  
Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE \_\_\_\_\_

Exempt from Human Resources review under delegated authority

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

\_\_\_\_\_  
Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 4/1/2015

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: Approve as requested by the Department

Dorothy Sansoe

\_\_\_\_\_  
(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: