

POSITION ADJUSTMENT REQUEST

NO. 21189
DATE 10/30/2012

Department HEALTH SERVICES - Public Health Department No./
Budget Unit No. 0450 Org No. 5828 Agency No. A18
Action Requested: :Reclassify one (40/40) Senior Public Health Nutritionist (position No.8627) and incumbent to one (40/40) Public Health Program Specialist I position in the Health Services Department

Proposed Effective Date: 11/1/2012

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 \$8,909.67

Net County Cost \$0.00

Total this FY \$5,197.29

N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT WIC Grant

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

Darlene Thompson

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Dorothy Sansoe

10/30/12

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 3/12/2013

Reclassify one Senior Public Health Nutritionist (V9TE) (represented) position No. 8627 at salary plan and grade QT5 1526 (\$4708-\$5722), to one Public Health Program Specialist I (VBSD) (represented) position at salary plan and grade ZA5 1602 (\$5076-\$6170) in the Health Services Department.

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

Effective: ☐ Day following Board Action.

☒ 4/1/2013(Date)

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 3/25/2013

☐ Approve Recommendation of Director of Human Resources

☐ Disapprove Recommendation of Director of Human Resources

☒ Other: Approve as requested by 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: