

POSITION ADJUSTMENT REQUEST

NO. 20738
DATE 10/06/09

DEPARTMENT NO./ COPERS
DEPARTMENT: Health Services/Detention Inmates BUDGET UNIT NO. 0301 ORG NO. 5700 AGENCY NO. A-18

ACTION REQUESTED: INCREASE the hours of one (2) Licensed Vocational Nurse (VT7G) positions #7434 from 32/40 to 38/40, and #8911 from 20/40 to 32/40.

PROPOSED EFFECTIVE DATE: October 1, 2009

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

TOTAL ONE TIME COSTS (non-salary) ASSOCIATED WITH REQUEST: \$ -0-
ESTIMATED TOTAL COST ADJUSTMENT (salary/benefits/one-time):
TOTAL ANNUAL COST \$ 0 NET COUNTY COST \$ -0-
TOTAL THIS FY \$ 0 N.C.C. THIS FY \$ -0-

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: 100% Funding offset from straight time overtime elimination.

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

Signed by Christine Keebler
(for) William B. Walker, M.D., Health Services Director

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

/s/ Drothy Sansoe 10/15/09
DEPUTY COUNTY ADMINISTRATOR DATE

HUMAN RESOURCES DEPARTMENT RECOMMENDATION: DATE October 15, 2009

INCREASE HOURS of Licensed Vocational Nurse (VT7G) Position #7434 from 32/40 to 38/40 and incumbent

INCREASE HOURS of Licensed Vocational Nurse (VT7G) Position #8911 from 20/40 to 32/40.

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

Effective: Day following Board Action
November 1, 2009

(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: