

POSITION ADJUSTMENT REQUEST

ITEM NO. C. 27
 DATE: Dec. 08, 2009
 NO. 20757
 DATE 11/25/2009

Department Probation Department

Department No. /

Budget Unit No. 0308 Org No. 3060 Agency No. 30

Action Requested: Add one 40/40 Deputy Probation Officer I (7AWA) position in the Probation Department

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 \$136,000.00

Net County Cost \$34,000.00

Total this FY \$79,333.00

N.C.C. this FY \$19,833.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 75% CalEMA Sexual Assault Grant (Fed), 25% In-Kind Match

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

/s/ Nancy Valencia

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

TME for JME

11/30/2009

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE _____

Add one (1) Deputy Probation Officer I position (7AWA) (Represented) in the Probation Department as recommended by the Assistant County Administrator-Director of Human Resources.

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

Effective: ☐ Day following Board Action.

☒ 12/1/2009(Date)

(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 December 08, 2009

BY [Signature]

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: