

## POSITION ADJUSTMENT REQUEST

NO. 21215  
DATE 12/20/2012Department Health Services- CCHP

Department No./

Budget Unit No. 0860 Org No. 6109 Agency No. A18

Action Requested: ADD two (2) Health Plan Authorization Representative (VRTA) positions, at salary level 3RX 1119 (\$3227.16 - \$4121.22), in the Health Services Department.

Proposed Effective Date: 1/9/2013Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☐ No ☒

Total One-Time Costs (non-salary) associated with request: \_\_\_\_\_

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$126,988.20Net County Cost \$0.00Total this FY \$63,494.10N.C.C. this FY \$0.00SOURCE OF FUNDING TO OFFSET ADJUSTMENT CC Health Plan member premiums & elimination of two tempsDepartment must initiate necessary adjustment and submit to CAO.  
Use additional sheet for further explanations or comments.

Enid Mendoza

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Dorothy Sansoe

12/26/2012

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE \_\_\_\_\_

Exempt from Human Resources Review

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 12/26/2012☐ 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 AdministratorDATE January 8, 2013

BY

Carrie Del Bonta

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:

Attachment to P300 No. 21216

Employee	Dept. No.	Home Org	Position Number	Position Hours	Recommended Position Hours	Added Hours
Robin Bevard, #63217	0860	6109	10606	30/40	34/40	4
Richard Leung, #76532	0301	5700	8012	38/40	40/40	2
Junar Suriba, #67410	0301	5701	10491	24/40	30/40	6
Felicitas Domingo, #76586	0301	5701	8912	36/40	40/40	4
Harjinder Dhanoa, #68087	0301	5700	9944	24/40	32/40	8