

C.21

POSITION ADJUSTMENT REQUEST

NO. 21400
DATE 11/6/2013

Department Office of the Sheriff

Department No./
Budget Unit No. 0255 Org No. 2505 Agency No. 25

Action Requested: Reclassify (3) Sheriff's Ranger positions to Sheriff's Community Services Officer in the County Patrol Division

Proposed Effective Date: 1/1/2014

Classification 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 \$78,478.50 Net County Cost \$78,478.50
Total this FY \$39,239.25 N.C.C. this FY \$39,239.25

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Increased costs mitigated by cost savings from other act.

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

Mary Jane Robb

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

TME

12/5/2013

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 12/23/13

To reclassify three (3) Sheriff's Ranger (64WR) (represented) positions # 13471, 11846, and 13472 and its incumbents at salary plan and grade VN5 1017 (\$2,842- \$3,455) to Sheriff's Community Service Officer (64VI) (represented) at salary plan and grade VN5 1336 (\$3,898 - \$4,738)

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

Effective: Day following Board Action.
 _____(Date)

TJC

12/23/2013

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

12/30/2013

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: _____

TME

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ~~DISAPPROVED~~

David J. Twa, Clerk of the Board of Supervisors and County Administrator

DATE January 7, 2014

BY June Miller

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: