# POSITION ADJUSTMENT REQUEST

NO. 21411
DATE 1/6/2014

Department No./
Department Health Services Department    Budget Unit No. 0450 Org No. 5869 Agency No. A18

Action Requested: ADD one permanent full-time Public Health Epidemiologist/Biostatistician position and cancel vacant Health Services Planner Evaluator Level B position #9222 in the Health Services Department.

Proposed Effective Date: 1/22/2014

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 $15,995.00          Net County Cost $0.00

Total this FY      $6,664.00          N.C.C. this FY      $0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 2013-14 Budget

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

Jo-Anne Linares
_____
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Dorothy Sansoe                          1/13/2014
_____        _____
Deputy County Administrator                Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS          DATE _____
Exempt from Human Resources review under delegated authority.

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      1/13/2014
☐ Approve Recommendation of Director of Human Resources
☐ Disapprove Recommendation of Director of Human Resources          Dorothy Sansoe
☒ Other:  Approve as requested by Department          _____
                                                       (for) County Administrator

BOARD OF SUPERVISORS ACTION:          David J. Twa, Clerk of the Board of Supervisors
Adjustment is APPROVED ☒    DISAPPROVED ☐              and County Administrator

DATE 1-21-14                          BY _Jume M Shuer_

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:

P300 (M347) Rev 3/15/01