

0.42

POSITION ADJUSTMENT REQUEST

NO. 21534
DATE 9/19/2014

Department Human Resources

Department No./
Budget Unit No. 0035 Org No. 1351 Agency No. 05

Action Requested: Establish the class of Human Resource Systems Specialist (AGTG) (unrepresented) at salary plan and grade B85 1613 (\$5,339 - \$6,489); reclassify one Human Resource Technician (AG7B) (unrepresented) position no. 120 at salary plan and grade B85 1308 (\$3,947 - \$4,798) and the incumbent to Human Resource Systems Specialist (AGTG) at salary plan and grade B85 1613 (\$5,339 - \$6,489)

Proposed Effective Date: 10/1/2014

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 \$31,691.00

Net County Cost \$31,691.00

Total this FY \$23,768.00

N.C.C. this FY \$23,768.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% General Fund

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

K.Ito

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

L.Driscoll

9/29/2014

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 9/22/2014

Establish the class of Human Resource Systems Specialist (AGTG) (unrepresented) at salary plan and grade B85 1613 (\$5,339 - \$6,489); reclassify one Human Resource Technician (AG7B) (unrepresented) position no.120 at salary plan and grade B85 1308 (\$3,947 - \$4,798) and the incumbent to Human Resource Systems Specialist (AGTG) at salary plan and grade B85 1613 (\$5,339 - \$6,489)

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

- ☐ 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 10-7-14

BY Chris Heen

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: