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POSITION ADJUSTMENT REQUEST

NO. 21553
DATE 11/5/2014

Department EHSD

Department No./
Budget Unit No. 0501 Org No. 5101 Agency No. A19

Action Requested: Add 1 full-time Social Service Appeals Officer

Proposed Effective Date: 1/1/2015

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 \$127,003.00

Net County Cost \$12,700.00

Total this FY \$63,502.00

N.C.C. this FY \$6,350.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Federal (45%); State (45%); County (10%)

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

Michelle Cabrera 313.1510

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Kevin J. Corrigan

11/12/2014

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 12/3/2014

ADD one Social Services Appeals Officer (X4SG) (represented) position, and allocate to salary schedule ZB5 1670 (\$5,646 - \$6,863) in the Administration Services Bureau of the Employment and Human Services Department.

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

Effective: ☒ Day following Board Action.

☐ _____ (Date)

Otilia Parra

12/4/2014

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 12/18/2014

☒ Approve Recommendation of Director of Human Resources

☐ Disapprove Recommendation of Director of Human Resources

☐ Other: _____

Dorothy Sansoe

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED~~ ☐

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

DATE 1-6-15

BY Chris Heak

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: