

POSITION ADJUSTMENT REQUEST

NO. 21576
DATE 12/1/2014

Department Conservation & Development

Department No./

Budget Unit No. 0280 Org No. 2653 Agency No. 38

Action Requested: Reclassify one (1) Information System Administrator III (LFTA)(represented) at salary level ZB5 1644 (\$5,503 - \$6,689) position #12278 and incumbent, Ms. Eileen Koo, to full time Information Systems Programmer Analyst III (LPTB) (represented) at salary level ZA5 1694 (\$5,782 - \$7028)

Proposed Effective Date: 12/1/2014

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 \$0.00

Net County Cost \$0.00

Total this FY \$0.00

N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT costs offset by land development fees

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

VM for JK

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

BR for JE

12/5/2014

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE

Reclassify one (1) Information System Administrator III (LFTA) position #12278 at salary plan and grade ZB5 1644 (\$5,503 - \$6,689) (represented) and its incumbent to Information Systems Programmer Analyst III (LPTB) (represented) at salary plan and grade ZA5 1694 (\$5,782 - \$7028) (represented) in the Department of Conservation and Development (DCD).

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

Effective: ☐ Day following Board Action.

☒ 12/1/2014(Date)

Marta Goc

1/22/2015

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 1/27/2015

☒ Approve Recommendation of Director of Human Resources

☐ Disapprove Recommendation of Director of Human Resources

☐ Other: _____

/s/ Julie DiMaggio Enea

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED~~ ☐

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

DATE February 3 2015

BY June M. Khan

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: