

**POSITION ADJUSTMENT REQUEST**

c. 38

NO. 21610  
DATE 1/26/2015

Department Health Services

Department No./

Budget Unit No. 0450 Org No. 5841 Agency No. A18

Action Requested: Reclassify Public Health Program Specialist I (VBSD) position #10076 to Public Health Program Specialist II (VBND) in the Health Services Department.

Proposed Effective Date: 3/11/2015

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 \$12,900.00

Net County Cost \$0.00

Total this FY \$5,375.00

N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Third party revenue service fees

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

2/3/15

\_\_\_\_\_  
Deputy County Administrator

\_\_\_\_\_  
Date

**HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS**

DATE 2/9/2015

Reclassify one (1) Public Health Program Specialist I (VBSD) (represented) position #10076 at salary plan and grade level ZA5-1602 (\$5,279 - \$6,416) and its incumbent to Public Health Program Specialist II (VBND) (represented) at salary plan and grade level ZA5-1711 (\$5,880 - \$7,148) in the Health Services Department.

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

Effective: ☐ Day following Board Action.

☒ 2/1/2015(Date)

Marta Goc

2/9/2015

\_\_\_\_\_  
(for) Director of Human Resources

\_\_\_\_\_  
Date

**COUNTY ADMINISTRATOR RECOMMENDATION:**

DATE

2/23/2015

- ☒ 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 March 3 2015

BY [Signature]

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: