

C. 50

POSITION ADJUSTMENT REQUEST

NO. 21664
DATE 3/10/2015

Department District Attorney

Department No./
Budget Unit No. 0242 Org No. 2841 Agency No. 42

Action Requested: Add one (1) Victim/Witness Assistance Program Specialist (65SA) (represented) position at salary level QV5 1191 to the District Attorney's office Victim/Witness Unit.

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: _____

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$72,744.00

Net County Cost \$0.00

Total this FY \$18,186.00

N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Victim/Witness grant funds

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

Mark A. Peterson

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Timothy M. Ewell

5/4/2015

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE _____

Add one (1) Victim/Witness Assistance Program Specialist (65SA) (represented) position at salary plan and grade QV5 1191 (\$3,514 - \$4,271) in the Victim/Witness Unit of the District Attorney's office.

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

Effective: ☐ Day following Board Action.

☒ 7/1/2015(Date)

Tanya Williams

5/26/2015

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

6/2/2015

- ☒ Approve Recommendation of Director of Human Resources
☐ Disapprove Recommendation of Director of Human Resources
☐ Other: _____

Timothy M. Ewell

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED ☐~~

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

DATE 6-9-15

BY Chris Hew

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: