

C.19

# POSITION ADJUSTMENT REQUEST

NO. 21846  
DATE 3/30/2016

Department Employment and Human Services Department No./  
Budget Unit No. 503 Org No. 5311 Agency No. A19  
Action Requested: Add 1 Social Work Supervisor I (XOHB), 5 Social Workers (XOVC), and 3 Account Clerk Experienced Level (JDVC) in In Home Supportive Services in the Adult and Aging Bureau (AR 35848, 36236, 36491, 35849, 36490, 36501).

Proposed Effective Date: 4/19/2016

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 \$814,898.00 Net County Cost \$0.00  
Total this FY \$203,725.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 55% Federal, 45% State funding

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

Anne Crisp 313-1527

\_\_\_\_\_  
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Kevin J. Corrigan

4/1/2016

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

\_\_\_\_\_  
Date

## HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 4/7/2016

Add (1) Social Work Supervisor I (XOHB) (represented) position at Salary Plan and Grade 215 1582 (\$5,330-\$6,479), (5) Social Worker (XOVC) (represented) positions at Salary Plan and Grade 255 1434 (\$4,604-\$5,596) and (3) Account Clerk Experienced Level (JDVC) (represented) positions at Salary Plan and Grade 3RH 0755 (\$3,070- \$3,805) in EHSD/Adult & Aging Bureau/IHSS Division.

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

Effective:  Day following Board Action.  
 \_\_\_\_\_(Date)

Lisa Lopez

4/13/2016

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

\_\_\_\_\_  
Date

## COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

4/13/2016

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: \_\_\_\_\_

Enid Mendoza

\_\_\_\_\_  
(for) County Administrator

## BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED  DISAPPROVED

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

DATE April 19 2016

BY 

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: