

0.37

POSITION ADJUSTMENT REQUEST

NO. 21880
DATE 7/8/2016

Department Auditor-Controller

Department No./
Budget Unit No. 0010 Org No. 1018 Agency No. 10

Action Requested: Add one (1) full-time Chief Accountant (SAGC) (unrepresented) position at salary level B82 1841 (\$7,384 - \$8,997), one (1) full-time Account Clerk-Experience Level (JDVC) (represented) position at the salary level 3RH 0755 (\$3,070- \$3,805), and cancel one (1) Information Systems Auditor (LWTA) (represented) vacant position #186, at salary level ZB5 (\$6,530 - \$7,937), in the Auditor-Controller.

Proposed Effective Date: 7/20/2016

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	<u>\$96,000.00</u>	Net County Cost	<u>\$96,000.00</u>
Total this FY	<u>\$60,000.00</u>	N.C.C. this FY	<u>\$60,000.00</u>

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Cancel position #186 and FY 2015-16 Fund Balance

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

Robert Campbell

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

L. Driscoll

7/11/2016

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE _____

Add one (1) full-time Chief Accountant (SAGC), one (1) full-time Account Clerk-Experience Level (JDVC), and cancel one (1) Information Systems Auditor (LWTA) (represented) vacant position #186.

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

Effective: Day following Board Action.
 _____(Date)

Tanya Williams

7/11/2016

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

7/14/2016

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

L. Lopez

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ~~DISAPPROVED~~

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

DATE 7-19-16

BY Craig Heck

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: