POSITION ADJUSTMENT REQUEST

NO. 21926
DATE 8/24/2016

Department No./
Budget Unit No. 0540 Org No. 6518 Agency No. A18

Department HEALTH SERVICES

Action Requested: Add one Mental Health Program Supervisor (VQHP) position, increase hours of part time Medical Social Worker II (X4VH) position #7638 and its incumbent from 32/40 to 40/40, and cancel one vacant Medical Social Services Director (X4HE) position #7633 in the Health Services Department.(Represented)

Proposed Effective Date: 9/14/2016

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 $32,821.86   Net County Cost $0.00

    Total this FY $27,351.55   N.C.C. this FY $0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Hosptial Enterprise Fund I

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

Melissa Carofanello
_____
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Enid Mendoza   9/2/2016
_____   _____
Deputy County Administrator   Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS   DATE _____
Exempt from Human Resources review under delegated authority.

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

Effective: ☐ Day following Board Action.
          ☐ _____(Date)

_____   _____
(for) Director of Human Resources   Date

COUNTY ADMINISTRATOR RECOMMENDATION: DATE   9/2/2016

☐ Approve Recommendation of Director of Human Resources
☐ Disapprove Recommendation of Director of Human Resources
☒ Other: Approve as recommended by the department.

Enid Mendoza
_____
(for) County Administrator

BOARD OF SUPERVISORS ACTION:
Adjustment is APPROVED ☒   DISAPPROVED ☐

DATE 9-13-16

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

BY Chris 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:

P300 (M347) Rev 3/15/01