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# POSITION ADJUSTMENT REQUEST

NO. 21943  
DATE 8/8/2016

Department Office of the Sheriff Department No./  
Budget Unit No. 0255 Org No. 2505 Agency No. 25  
Action Requested: Add one (1) Deputy Sheriff (6XWA) position – Field Operations Bureau – Resident Deputy Bayo Vista Community

Proposed Effective Date: 9/1/2016

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 \$232,425.00

Net County Cost \$85,267.00

Total this FY \$213,056.25

N.C.C. this FY \$78,161.42

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 63% State, 37% County In-Kind Match

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

Mary Jane Robb

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Timothy M. Ewell

9/13/2016

Deputy County Administrator

Date

## HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 9/14/2016

Add one Deputy Sheriff-40 Hour (6XWA) (represented) position at salary plan and grade VHX 1688 (\$6,078 - \$7,573)

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

Effective: ☒ Day following Board Action.

☐ \_\_\_\_\_(Date)

Tanya Williams

9/14/2016

(for) Director of Human Resources

Date

## COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

9/14/2016

☒ 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 9-20-16

BY Chris Hecke

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: