

C.39

# POSITION ADJUSTMENT REQUEST

NO. 21945  
DATE 9/20/2016

Department District Attorney

Department No./  
Budget Unit No. 0242 Org No. 2820 Agency No. 42

Action Requested: ADOPT Position Adjustment Resolution No. 21945 to cancel one (1) District Attorney Senior Inspector (6KVA) (represented) position at salary plan and grade XJX 1970 (\$6,888 - \$9,535) and add one (1) District Attorney Lieutenant of Inspectors (6KNB) (unrepresented) position at salary plan and grade B1Y 2019 (\$8,040 - \$10,017) in the District Attorney's office.

Proposed Effective Date: 9/21/2016

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 \$11,800.00

Net County Cost \$0.00

Total this FY \$8,850.00

N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Asset Forfeiture 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

9/12/2016

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

\_\_\_\_\_  
Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 9/13/2016

Add one (1) District Attorney Lieutenant of Inspectors (6KNB) (unrepresented) position at salary plan and grade B1Y 2019 (\$8,442 - \$10,518) and cancel one (1) District Attorney Senior Inspector (6KVA) (represented) position at salary plan and grade XJX 1970 (\$7,232 - \$10,012)

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

Effective: ☒ Day following Board Action.

☐ \_\_\_\_\_ (Date)

Amanda Monson

9/13/2016

\_\_\_\_\_  
(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 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: