

POSITION ADJUSTMENT REQUEST

NO. 21934
DATE 8/31/2016

Department Employment and Human Services Dept
Department No./ Budget Unit No. 502 Org No. 5220 Agency No. A19
Action Requested: Add one SS Program Analyst (X4SH) position in Children and Family Services Bureau (AR36346)
Proposed Effective Date: 9/20/2016

Classification Questionnaire attached: Yes [] No [x] / Cost is within Department's budget: Yes [x] No []

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$125,248.00 Net County Cost \$12,525.00
Total this FY \$93,936.00 N.C.C. this FY \$9,394.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 48% Federal, 39% State, 13% County and local revenues

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

Holly Trieu 3-1560

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Kevin J. Corrigan

9/6/2016

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 9/21/2016

Add one (1) Social Services Program Analyst (X4SH) (represented) full time position at Salary Plan and Grade KZ5 1642 (\$5883-\$7151) in the Employment and Human Services Department/Children and Family Services Bureau.

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

Effective: [x] Day following Board Action.
[] (Date)

OParra

9/21/2016

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

10/12/2016

- [x] 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 [x] DISAPPROVED []

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

DATE October 18 2016

BY [Signature]

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: