

C.24

POSITION ADJUSTMENT REQUEST

NO. 21931
DATE 8/29/16

Department Employment and Human Services Department No./
Budget Unit No. 0503 Org No. 5309 Agency No. A19
Action Requested: Cancel one Social Services Employment Placement Counselor (X7WB) (position #6735) and add one Social Services Fiscal Compliance Accountant (XASH) in the Aging and Adult Services Bureau of EHSD

Proposed Effective Date: 9/13/2016

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 \$28,078.00 Net County Cost \$25,555.00
Total this FY \$18,719.00 N.C.C. this FY \$17037

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Federal 33%, State 47%, County 20%

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 (1) Social Services Fiscal Compliance Accountant (XASH) (represented) full time position at Salary Plan and Grade ZB5 1643 (\$5889-\$7158) and cancel one (1) Social Services Employment Placement Counselor (X7WB) (represented) full time position #6735 at Salary Plan and Grade 255 1432 (\$4595-\$5585) in Employment and Human Services Department.

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

Effective: Day following Board Action.

_____(Date)

OParra

9/21/2016

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 10/19/2016

- 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 DISAPPROVED

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

DATE 10-25-16

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: