

POSITION ADJUSTMENT REQUEST

NO. 22006
DATE 12/8/16Department Health Services

Department No./

Budget Unit No. 0460 Org No. 5891 Agency No. A18

Action Requested: Decrease the hours of the Occupational Therapist II (V5VH) position #8546 from 9/40 to 2/40 at salary level TC5-1746 (\$6,521 - \$7,927) and increase the hours of Occupational Therapist I (V5VG) position #14887 from 35/40 to 40/40 at salary level TC5-1651 (\$5,963 - \$7,215) and Physical Therapist I (V5VE) position #8593 38/40 to 40/40 at salary level TC5-1651 in the Health Services Department.

Proposed Effective Date: 12/21/2016Classification 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 \$0.00Net County Cost \$0.00Total this FY \$0.00N.C.C. this FY \$0.00SOURCE OF FUNDING TO OFFSET ADJUSTMENT Cost Savings

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

12/6/2016

Enid Mendoza

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

12/6/2016☐ 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 ☐David J. Twa, Clerk of the Board of Supervisors
and County AdministratorDATE December 20 2016BY [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: