

POSITION ADJUSTMENT REQUESTNO. 22152
DATE 7/7/2017Department Office of the Sheriff

Department No./

Budget Unit No. 7653 Org No. 7653 Agency No. 70

Action Requested: Add one (1) Deputy Sheriff (6XWA) position – Field Operations Bureau – Patrol Division - Blackhawk

Proposed Effective Date: 9/27/2017Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐Total One-Time Costs (non-salary) associated with request: N/A

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

Total annual cost \$249,596.39Net County Cost \$0.00Total this FY \$187,197.29N.C.C. this FY \$0.00SOURCE OF FUNDING TO OFFSET ADJUSTMENT 60% CSA P2-A Zone Fund. 40% Donation from Blackhawk HOA

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

9/12/2017

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 9/13/2017

Add one Deputy Sheriff-40 Hour (6XWA) position in the Office of the Sheriff

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

Effective: ☒ Day following Board Action.☐ _____ (Date)

Tanya Williams

9/13/2017

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

9/21/2017☒ 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 AdministratorDATE September 26, 2107BY June McHuen

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: