

POSITION ADJUSTMENT REQUEST

C.33

NO. 22014
DATE 12/12/2016

Department Employment and Human Services Department No./
Budget Unit No. 0502 Org No. 5220 Agency No. A19
Action Requested: Establish EHS Deputy Bureau Director-Exempt (XAD2) (unrepresented) classification and add one (1) position in EHSD (AR36632)

Proposed Effective Date: 01/09/2017

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 \$213,280.00

Net County Cost \$20,795.00

Total this FY \$159,960.00

N.C.C. this FY \$15,596.00

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

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

Holly Trieu 313-1560

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Enid Mendoza

1/5/2017

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 10/10/2017

Establish EHS Deputy Bureau Director-Exempt (XAD2) (unrepresented) classification, and add one (1) position at Salary Plan and Grade B85 2044 (\$9,026 - \$10,971) in the 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

10/10/2017

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

11/1/2017

- ☒ 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 November 7 2017

BY 

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: