

POSITION ADJUSTMENT REQUEST

C.32

NO. 22221
DATE 12/28/2017

Department CAO- Ofc of Communications and Media Department No./ Budget Unit No. 0003 Org No. 1225 Agency No. 03

Action Requested: Adopt Position Adjustment Resolution No. 22221 to reallocate salary plan and grade B82 1821 (\$7,456.80 - \$8,647.60) to B85 1002 (\$8,227.03 - \$10,000.00) of the Director, Office of Communications and Media (ADSB) (unrepresented) classification.

Proposed Effective Date: 1/17/2018

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

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

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

Total annual cost \$14,070.00 Net County Cost \$0.00
Total this FY \$7,035.00 N.C.C. this FY 0

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Cable Franchise Fees

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

D.Twa

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

L.Strobel

1/3/2018

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 12/28/2017

Adopt Position Adjustment Resolution No. 22221 to reallocate salary plan and grade B82 1821 (\$7,456.80 - \$8,647.60) to B85 1002 (\$8,227.03 - \$10,000.00) of the Director, Office of Communications and Media (ADSB) (unrepresented) classification.

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

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

Mary Jane De Jesus-Saepharn

12/28/17

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

- [ ] Approve Recommendation of Director of Human Resources
[ ] Disapprove Recommendation of Director of Human Resources
[ ] Other:

(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 January 9 2018

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: