

C.20

POSITION ADJUSTMENT REQUEST

NO. 22224
DATE 1/3/2018

Department Health Services Department No./ Budget Unit No. 0450 Org No. 6418 Agency No. A18
Action Requested: Add two (2) permanent full-time Sterile Processing Distribution Technician (1EWA) positions at salary plan and grade TA5-1015 (\$3,257.28 - \$3,959.25) in the Health Services Department. (Represented)

Proposed Effective Date: _____

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	<u>\$169,550.16</u>	Net County Cost	<u>\$0.00</u>
Total this FY	<u>\$84,775.08</u>	N.C.C. this FY	<u>\$0.00</u>

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Federally Qualified Health Care (FQHC) revenue

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

Arlene J. Lozada

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Susan Smith

1/5/2018

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 1/9/18

- ☐ Approve Recommendation of Director of Human Resources
- ☐ Disapprove Recommendation of Director of Human Resources
- ☒ Other: Approve as recommended by the Dept.

/s/ Julie DiMaggio Enea

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

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

Adjustment is APPROVED ☒ DISAPPROVED ☐

DATE January 16 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: