

POSITION ADJUSTMENT REQUEST

C.36

NO. 22147
DATE 8/2/2017Department Health ServicesDepartment No./
Budget Unit No. 0540 Org No. 6544 Agency No. A18

Action Requested: Reallocate the classification of Assistant Clinical Laboratory Manager (VHGF) on the salary schedule at salary plan and grade level ZA5 1828 (\$8,821 - \$10,722) in the Health Services Department.

Proposed Effective Date: 2/14/2018Classification 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 \$65,671.60Net County Cost Total this FY \$27,363.17N.C.C. this FY SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Hospital Enterprise Fund IDepartment must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Jo-Anne Linares

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Enid Mendoza

9/15/2017

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 1/23/2018

Reallocate the classification of Assistant Clinical Laboratory Manager (VHGF) (represented) from salary plan and grade level ZA5 1829 (\$7,292-\$8,864) to salary plan and grade ZA5 1828 (\$8,821-\$10,722) on the salary schedule in the Health Services Department.

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

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

LaShonda Smith, HR Consultant

1/23/2018

(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 ☒ ~~DISAPPROVED~~ ☐David J. Twa, Clerk of the Board of Supervisors
and County AdministratorDATE 02-13-18BY 

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: