

POSITION ADJUSTMENT REQUEST

C. 42

NO. 22247
DATE 3/13/2018

Department Office of the County Counsel Department No. /
Budget Unit No. 0030 Org No. 1700 Agency No. 17

Action Requested: ADOPT Position Adjustment Resolution No. 22247 to ADD one (1) full-time Deputy County Counsel - Advanced Exempt (2ET3) (unrepresented) position at salary level B8B 2097 (\$12,354.26-14,685.34) and CANCEL one (1) full-time Deputy County Counsel -Advanced (2ETK) (unrepresented) vacant position No.5771 at salary level B8B 2297 (\$12,354.26-\$14,685.34) in the Office of the County Counsel.

Proposed Effective Date: 3/13/2018

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>(\$0.00)</u>	Net County Cost	<u>\$0.00</u>
Total this FY	<u>(\$0.00)</u>	N.C.C. this FY	<u>\$0.00</u>

SOURCE OF FUNDING TO OFFSET ADJUSTMENT No fiscal impact

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

Sharon L. Anderson

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

L.Strobel

3/5/18

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 3/5/2018

Add one (1) full-time Deputy County Counsel- Advanced Exempt (2ET3) (unrepresented) position at salary level B8B 2297 (\$12,354.27 - 14,685.34) and cancel one (1) full-time Deputy County Counsel- Advanced (2ETK) (unrepresented) vacant position No 5771 at salary level B8B 2297 (\$12,354.27-14,685.34)

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

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

Lauren Ludwig

3/5/2018

(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 Administrator

DATE March 13 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: