

# POSITION ADJUSTMENT REQUEST

C.22

NO. 22269  
DATE 4/3/2018

Department Office of Reentry and Justice- CAO Department No./  
Budget Unit No. 1210 Org No. 1216 Agency No. A03  
Action Requested: Retitle and Change Class Code of Health and Human Services Research and Evaluation Manager; Add 1  
Position to the Office of Reentry and Justice.

Proposed Effective Date: 4/17/2018Classification Questionnaire attached: Yes ☐ No ☒ / 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 \$165,320.00Net County Cost \$0.00Total this FY \$165,320.00N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT \_\_\_\_\_

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

Mary Jane De Jesus-Saepharn

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Lara Delaney

4/4/2018

Deputy County Administrator

Date

## HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 4/6/2018

Retitle and change the job code of the Health and Human Services Research and Evaluation Manager (VQHA)  
(unrepresented) class to Research and Evaluation Manager (APHB) (unrepresented); and add one (1) position to the Office of  
Reentry and Justice in the County Administrator's Office.

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

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

Mary Jane De Jesus-Saepharn

4/4/2018

(for) Director of Human Resources

Date

## COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 4/6/2018☒ Approve Recommendation of Director of Human Resources☐ Disapprove Recommendation of Director of Human Resources☐ Other: \_\_\_\_\_

L.Strobel

(for) County Administrator

## BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED~~ ☐David J. Twa, Clerk of the Board of Supervisors  
and County AdministratorDATE April 17, 2018BY 

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: