

POSITION ADJUSTMENT REQUEST

C.15

NO. 22265
DATE 3/22/2018

Department Animal Services

Department No./
Budget Unit No. 0366 Org No. 3333 Agency No. 36

Action Requested: ADOPT Position Adjustment Resolution No. 22265 to abolish the Deputy Director of Animal Services-Exempt (BJD1) (unrepresented) classification and cancel one vacant position (#5905) in the Animal Services Department.

Proposed Effective Date: 4/1/2018

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.

Arturo Castillo

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Susan Smith

4/25/2018

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 4/3/2018

ADOPT Position Adjustment Resolution No. 22265 to abolish the Deputy Director of Animal Services-Exempt (BJD1) (unrepresented) classification and cancel one vacant position No. 5905 in the Animal Services Department.

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

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

Lauren Ludwig

4/3/18

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

- ☐ Approve Recommendation of Director of Human Resources
☐ Disapprove Recommendation of Director of Human Resources
☐ Other: _____

DATE _____

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED~~ ☐

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

DATE May 1, 2018

BY 

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: