POSITION ADJUSTMENT REQUEST

C.16

NO. 22275
DATE 4/17/2018

Department Health Services

Department No./
Budget Unit No. 0450 Org No. 5826 Agency No. A18

Action Requested: Add one Senior Health Education Specialist (VMWE) position at salary plan and grade level TC5-1543 ($5,494 - $6,678) and cancel one Health Education Specialist (VMWD) position #16084 at salary plan and grade level TC5-1207 ($3,939 - $4,788) 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 $33,339.00   Net County Cost _____

Total this FY $5,556.00   N.C.C. this FY _____

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 50% Family Maternal & Child Health fund, 50% Prop 56 funds

Department 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

Susan Smith   4/23/2018
_____   _____
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 _____
☐ Approve Recommendation of Director of Human Resources
☐ Disapprove Recommendation of Director of Human Resources
☒ Other: Approve as recommended by the Department.

_____
(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:

P300 (M347) Rev 3/15/01