

# POSITION ADJUSTMENT REQUEST

C.45

NO. 22309  
DATE 6/7/2018

Department Employment and Human Services Department No./  
Budget Unit No. 0503 Org No. 5315 Agency No. A19  
Action Requested: Add four (4) Social Worker full time positions (X0VC) at salary plan and grade 255-1434 (\$5,079 - \$6,173) and cancel four (4) vacant Social Work II (X0WB) position numbers 17274, 17275, 17276, and 17277 at salary plan and grade 255-1553 (\$5,714 - \$6,299) in EHSD. (All represented)

Proposed Effective Date: 7/1/2018

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 (\$29,290.00) Net County Cost \$0.00

Total this FY \$0.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% State revenue

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

Cheryl Morse 608-5024

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Deputy County Administrator

Date

## HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 6/20/2018

Add four (4) Social Worker full time positions (X0VC) at salary plan and grade 255-1434 (\$5,079 - \$6,173) and cancel four (4) vacant Social Worker II (X0WB) position numbers 17274, 17275, 17276, and 17277 at salary plan and grade 255-1553 (\$5,714 - \$6,299) in the Employment and Human Services Department. (All represented)

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

Effective: ☒ Day following Board Action.

☐ \_\_\_\_ (Date)

Amanda Monson

6/20/2018

(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~~ ☒ XXXX

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

DATE July 10 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: