

POSITION ADJUSTMENT REQUEST

C.18

NO. 22341
DATE

Department Employment and Human Services Dept
Department No./ Budget Unit No. 0501 Org No. 5101 Agency No. A19

Action Requested: Reallocate the salary schedule, B85 2010 (\$9,618.40 - \$11,691.23; \$12,275.40 with performance pay) of the Employment and Human Services Chief Financial Officer - Exempt (XAD9) classification to a salary schedule of Steps 1-6: \$9,618.40 - \$12,275.79 with no Performance Pay.

Proposed Effective Date: 9/18/2018

Classification Questionnaire attached: Yes [ ] No [X] / Cost is within Department's budget: Yes [X] No [ ]

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$0.00 Net County Cost \$0.00
Total this FY \$0.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 42% Federal, 48% State, 10% County

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

Swashant'e Dillon 925-608-5025

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Julia Taylor 925.335.1043

9/10/18

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 9/12/2018

Reallocate the salary of the Employment and Human Services Chief Financial Officer-Exempt (XAD9) on the salary schedule from Salary Plan and Grade B85 2010 (\$9,618 - \$11,691) ; \$12,275.79) five merit steps and one performance step to a salary schedule of Steps 1-6 at Salary Plan and Grade B85 2010 (\$9,618 - 12,275) with no performance pay

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

Effective: [X] Day following Board Action.
[ ] (Date)

Gladys Scott Reid

9/12/2018

(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 [X] -DISAPPROVED [ ]

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

DATE September 18 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: