

C-25

## POSITION ADJUSTMENT REQUEST

NO. 22416  
DATE 1/9/2019

Department No./  
Budget Unit No. 0243 Org No. 2909 Agency No. 043

Department Public Defender

Action Requested: ADOPT Position Adjustment Resolution No. 22416 to increase the hours of two (2) Deputy Public Defender III (25TB) (represented) position numbers 13505 and 3927 from part-time (32/40) to part-time (36/40) and cancel position number 13527 (part-time 8/40) in the Public Defender's Office.

Proposed Effective Date: 2/1/2019

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 \$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 Department budget

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

Joanne Sanchez-Rosa

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Paul Reyes

1/15/2019

Deputy County Administrator

Date

### HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 1/15/2019

Increase the hours of two (2) Deputy Public Defender III (25TB) (represented) position numbers 13505 and 3927 from part-time (32/40) to part-time (36/40) and cancel vacant position number 13527 (part-time 8/40) in the Public Defender's Office.

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

Effective: ☒ Day following Board Action.

☐ \_\_\_\_\_ (Date)

Tanya Williams

1/15/2019

(for) Director of Human Resources

Date

### COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 1/16/19

- ☒ Approve Recommendation of Director of Human Resources  
☐ Disapprove Recommendation of Director of Human Resources  
☐ Other: \_\_\_\_\_

Paul Reyes

(for) County Administrator

### BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ DISAPPROVED ☐

DATE 1/22/19

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

BY

*Jami Napo*

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: