

C. 39

POSITION ADJUSTMENT REQUEST

NO. 22403  
DATE 1/21/2018

Department Veterans Services Department Department No./  
Budget Unit No. 0579 Org No. 0579 Agency No. 095  
Action Requested: RETITLE Veterans Service Branch Office Manager (96TA)(represented) to Veterans Service Manager (96TA)(represented);REALLOCATE on the salary schedule from salary planZA5 1516 (5,509-\$6,697) to salary planZA5 1003 (\$6,177-\$7,508); ESTABLISH the classVeterans Service Representative II (96VA)(represented) at salary plan ZB5 1002 (\$5,236-\$6,364) Retitle Vet Serv Rep (96WA)(Rep) to Veterans Service Representative I.

Proposed Effective Date: 3/1/2019

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

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

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

Total annual cost \$41,577.00 Net County Cost \$32,016.00  
Total this FY \_\_\_\_\_ N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT \_\_\_\_\_

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

Susan H. Ferguson

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Julia Taylor

1/11/19

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 2/1/2019

See attachment.

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

Effective:  Day following Board Action.  
 3/1/2019(Date)

Eva V. Barrios

2/1/2019

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 2/7/2019

Approve Recommendation of Director of Human Resources  
 Disapprove Recommendation of Director of Human Resources  
 Other: \_\_\_\_\_

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED  DISAPPROVED

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

DATE 2/12/19

BY Jami Napie

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: