

C.42

POSITION ADJUSTMENT REQUEST

NO. 22426  
DATE 1/16/2019

Department Health Services

Department No./  
Budget Unit No. 0450 Org No. 5754 Agency No. A18

Action Requested: Add the following full-time permanent positions: two (2) Clerk-Senior Level (JWXC), one (1) Health Services Planner-Evaluator Level-A (VCXC), one (1) Public Health Program Specialist I (VBSD), one (1) Administrative Services Assistant III (APTA), and one (1) Public Health Nurse (VVXA), and cancel the following vacant positions: four (4) Substance Abuse Counselor Trainee (VHWE) (#16938,16939,16940,16941), one (1) Substance Abuse Program Supervisor (VHHB) (#16846), two (2) Mental Health Community Support Worker I (VQWE) (#16914 & 16915), and one (1) Registered Nurse (VWXG) (#16901) positions in the Health Services Department.

Proposed Effective Date: 2/13/2019

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 (\$163,436) Net County Cost \$0  
Total this FY (\$54,478) N.C.C. this FY \$0

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Cost savings to Whole Person Care Grant

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

Sabrina Pearson

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

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 2/6/2019  
 Approve Recommendation of Director of Human Resources  
 Disapprove Recommendation of Director of Human Resources  
 Other: Approve as recommended by the department.  
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 Napier

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: