

C.25

POSITION ADJUSTMENT REQUEST

NO. 22464
DATE 04/25/2019

Department Health Services Department No. /
Budget Unit No. 0460 Org No. 5891 Agency No. A18
Action Requested: Reassign one Clerk-Experience Level (JWXB) position #11987 from Department #0450/5803 (Communicable Disease) to Department #0460/5891 (CA Child Services Therapy) in the Health Services Department.

Proposed Effective Date: 05/15/2019Classification 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 \$0Net County Cost \$0Total this FY \$0N.C.C. this FY \$0SOURCE OF FUNDING TO OFFSET ADJUSTMENT Cost Neutral. The action will result in a shift of \$83,351 annually from one budget unit to another within the Health Services agency.

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

Enid Mendoza

05/07/2019

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 05/07/2019☐ 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 AdministratorDATE May 14, 2019BY 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: