

POSITION ADJUSTMENT REQUEST

C.30

NO. 22544
DATE 10/11/2019Department Public DefenderDepartment No./
Budget Unit No. 0243 Org No. 2917 Agency No. 43

Action Requested: ADOPT Position No. 22544 to add one (1) full-time Deputy Public Defender-Fixed Term (25WB) and cancel one (1) vacant Deputy Public Defender-Fixed Term - Project (25W3).

Proposed Effective Date: _____

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 \$0.00Net County Cost \$0.00Total this FY \$0.00N.C.C. this FY \$0.00SOURCE OF FUNDING TO OFFSET ADJUSTMENT YOBG/JJCPADepartment 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

Ramsey AlQaisi (for Paul Reyes)

10/11/2019

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 10/16/2019

Add one (1) full-time Deputy Public Defender-Fixed Term (25WB) (represented) position at Salary Plan and Grade JDX 2197 (\$8,107 - \$8,715) and cancel one (1) vacant Deputy Public Defender-Fixed Term - Project (25W3) (represented) position number 17868 at Salary Plan and Grade JDX 2197 (\$8,107 - \$8,715)

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

Effective: ☒ Day following Board Action.☐ _____ (Date)

Gladys Scott Reid

10/16/2019

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 10/29/2019

- ☒
- 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~~ ☒David J. Twa, Clerk of the Board of Supervisors
and County AdministratorDATE Nov 5 2019BY 

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: