

POSITION ADJUSTMENT REQUEST

C.20

NO. 22553
DATE 11/5/2019

Department Employment and Human Services Department No./
Budget Unit No. 5101 Org No. 0501 Agency No. A19
Action Requested: Delete 1 (one) Departmental Fiscal Officer (APSA) (unrepresented) position 17704 at Salary Plan and Grade B82 1724 (\$7,256.25 - \$8,415.02) in Employment and Human Services Department, Administrative Services Bureau.

Proposed Effective Date: 9/30/2019Classification 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 \$0.00Net County Cost \$0.00Total this FY \$0.00N.C.C. this FY \$0.00SOURCE OF FUNDING TO OFFSET ADJUSTMENT N/A

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

Livienne Manguera (925) 608-5022

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Julia Taylor

11/5/19

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 11/13/2019

Cancel one (1) Departmental Fiscal Officer (APSA) (unrepresented) position number 17704 at Salary Plan and Grade B82 1724 (\$7,256 - \$8, 841)

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

11/13/2019

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE _____

- ☐ Approve Recommendation of Director of Human Resources
☐ Disapprove Recommendation of Director of Human Resources
☐ Other: _____

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

David J. Twa, Clerk of the Board of Supervisors
and County AdministratorAdjustment is APPROVED ☒ ~~DISAPPROVED~~ ☐DATE 11-19-2019BY 

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: